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Attest: Cynthia J. Mattan

Town Clerk last

TOWN OF PLAINFIELD  
BOARD OF SELECTMEN  
AMENDED Meeting Minutes –January 25, 2021

Kevin Cunningham called the regular meeting to order at 7:00 pm via Zoom.

Members present were Kevin Cunningham, Art Gagne, and Cathy Tendrich.

**Minutes**      *Art motioned to approve the 1/4/2021, 1/7/2021, 1/11/2021 and 1/14/2021 meeting minutes, Cathy seconded. All in favor, motion passed.*

**Public Comment**    None

**New Business**

1. **Consider and act on tax refunds as requested by the Tax Collector totaling \$227.97 as follows:**

Evan S. Renaud	\$51.22
Ryder Truck Rental LT	\$176.75

*Cathy motioned to approve the tax refunds totaling \$227.97, Art seconded. All in favor, motion passed.*

2. **Discuss and act on a Rehabilitation Ordinance.**

Kevin stated this is for the enterprise zone and allows property owners to do tax referral benefits. It is an 11-year process. Kevin asked if everyone has the chance to read through the packet.

Cathy asked Kevin when the packet was prepared as she was in Thursday and she didn't receive it. Kevin stated the packet was completed in the late afternoon. He stated this item could be tabled so Cathy can get the packet and review it.

Art asked if this going off of House Bill No. 5585. Kevin stated yes along with other items.

Art asked about the time period because it is unclear to him. Mary Ann Chinatti, Town Planner, stated it's an 11-year benefit which replaces the enterprise corridor zone benefit. The current enterprise corridor zone benefit is the only enticement the Town has for commercial and industrial development. The enterprise corridor zone benefit will be done as of 6/30/2022 because in 2017 the town was determined by the State of Connecticut that it will no longer be considered a distressed municipality. This ordinance is being proposed to replace that and offer an incentive to new and existing businesses. This doesn't include residential, it's strictly for commercial, industrial and new commercial construction on vacant property<sup>1</sup>

Kevin spoke of the last page and the different increments. Mary Ann stated the length of time is dependent on the cost.

Art stated it seems like it includes residential. Mary Ann stated no.

Art asked for clarification on page 2, section 4b of the resolution, is it 7 years to complete project? Mary Ann stated yes, the project has to be completed in 7 years. Art asked at that point, do they only have 4 years left on the assessment deferral or 11 years. Mary Ann stated it would not be an additional 11 years. MaryEllen Hall, Assessor, stated the benefit would go after CO is issued. Art stated it says by the date of the agreement. Mary Ann stated the 11 years would be begin after the work is done and MaryEllen agreed. Art thinks it should be clarified.

Art asked about section 3, definitions, it's only for the exterior. MaryEllen Hall stated any increase in assessment whether interior or exterior.

*Cathy motioned to table this item, Art seconded. All in favor, motion passed.*

### **3. Consider and act on Resolution creating a Charter Revision Commission and adding members to said committee.**

Kevin stated Roz Chviek, Frank Mills, June Gagne, Lynn Desjardin, and Virginia Sampietro submitted letters of interest for this commission.

Cathy asked how many people would be on the commission. Kevin stated they will start with 5 to 7. Kevin is working on a timeline calendar for the commission.

Trave Harmon will be submitting a letter of interest to be on the commission.

*Cathy motioned to appoint Roz Chviek, Frank Mills, June Gagne, Lynn Desjardin, and Virginia Sampietro to the commission, Art seconded. All in favor, motion passed.*

### **4. Discuss and act on an updated version of the Town Employee COVID-19 Policy.**

Kevin stated they updated the COVID-19 policy and modeled it from other Towns. He went over the policy including going to the doctor and using telemedicine, changing the number of days of symptoms from 14 days to 10 days quarantine, being 72 hours symptoms free, employees getting a covid test and returning to work after 10 days if the results are negative, and getting input from NDDH and handling these on a case by case basis.

Cathy asked about Page 1, Paragraph 3, there is no end to the sentence. Kevin stated it talks about the conditions below. Cathy asked if that meant they couldn't come to work, Kevin stated yes.

Cathy asked about Page 5, under Guidance #1, she believes there is miswording on report the cost, she thinks it should be report the case. Kevin stated it will be report the results.

Cathy asked about Page 5, under Promote/Maintain, Paragraph 3, it should say "has been installed", not "been installed".

Cathy asked about Page 6, under Avenue to Report, department head is listed twice in the same sentence, one should be removed.

Art asked about Page 2, Item 6, the last sentence states "symptoms of COVID-19 are improving". On page 4, the last sentence of the last paragraph, it states free of COVID symptoms. Art believes they should be written the same way. Both will be changed to say "to remain free of COVID symptoms."

Art asked about Page 3, #1, in the last sentence, should it say 6 feet or more? Or 6 feet for more? It should be 6 feet for more, Kevin agreed.

Art asked about Page 3, #3, if they test negative, why do they have to wait to return to work. Kevin stated they may develop symptoms and become ill after the test.

Kevin stated they will make the corrections.

*Art motioned to approve the Covid-19 Policy with the modifications as attached, Cathy seconded. All in favor, motion passed.*

#### **5. Discuss and act of removal of appointed board members for good cause.**

Kevin stated Section 7-9 of the Town Charter talks of removing members. Two members of the Conservation Commission, John Meyer and Eugene Goss have **not** been to the meetings. He would like to remove them so people who want to join and participate on the commission can.

*Art motioned to remove John Meyer and Eugene Goss from the Conservation Commission, Cathy seconded. All in favor, motion passed.*

#### **6. Discuss and Act on Town Charter 8.1.c for selection and appointment of department heads for the Building Inspector, Assistant Town Clerk, and Full Time Recreation Director.**

Kevin stated 8.1c of the Town Charter states department heads have to be appointed by the Board of Selectmen.

- a. Rick Martel, Building Inspector, needs to be appointed as the department head of the building department.

*Cathy motioned to appoint Rick Martel as the department head of the building department, Art seconded. All in favor, motion passed.*

- b. Marc Simmons needs to be appointed as the recreation department head. Cathy stated **she** did not see his resume so she will not second that motion. She would like to see his resume, Kevin stated he will get it to her.

*Art motioned to appoint Mark Simmons as the department head for the recreation department, Kevin seconded. Cathy did not vote. Motion passed.*

Cathy asked if he started already, Kevin stated yes, this week. Cathy asked how many applicants there were. Kevin stated 8 and they did zoom interviews with all of them.

Kevin stated Ordinance 116, the Board of Selectmen **have to approve the appointment of** assistant town clerks, Bianca Viens needs to be appointed as an assistant town clerk.

*Art motioned to appoint Bianca Viens as an assistant town clerk, Cathy seconded. All in favor, motion passed.*

## **7. Appoint Municipal Agent for Elderly for the Town of Plainfield.**

Kevin stated Mark Simmons needs to be appointed as the municipal agent for elderly for the Town.

*Art motioned to appoint Mark Simmons as the municipal agent for the elderly, Kevin seconded. Cathy did not vote. Motion passed.*

## **8. Consider and act on line-item transfers FY 2020-2021.**

Kevin reviewed the line-item transfers. The total amount is \$41,916.00

*Cathy motioned to approve the line-item transfers in the amount of \$41,916.00 and send to the Board of Finance as attached, Art seconded. All in favor, motion passed.*

Kevin asked to have Item 9 added to the agenda, Connecticut Water Customer Advisory Council.

*Cathy motioned to add Item 9 to the agenda, Art seconded. All in favor, motion passed.*

## **9. Connecticut Water Customer Advisory Council.**

Kevin stated Bobbi Jo Clapprood is interested in joining the council. Kevin reviewed her background.

*Cathy motioned to appoint Bobbi Jo Clapprood to the Connecticut Water Customer Advisory Council, Art seconded. All in favor, motion passed.*

## Other

Household Hazardous Waste Day will be on 3/20/2021 at the Highway Department.

The Senior Center could possibly be a Covid-19 testing site.

Annual Town Meeting Is 1/28/2021 at 6:30 pm via zoom.

There is a FOI workshop on 2/24/2021 at 6:30 pm.

Kevin is planning a meeting with the volunteers for painting the tanks and re-make the benches in the parks.

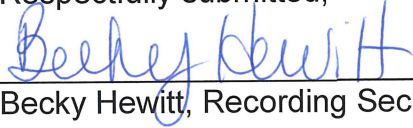
Kevin stated the Town is waiting on the check for the Neglected Cemetery Grant.

## Adjournment

*Cathy motioned to adjourn; Art seconded. All in favor, motion passed. The meeting adjourned at 7:44 pm.*

*This is a summary of the meeting and the recording is on file in the Town Clerk's Office.*

Respectfully submitted,



Becky Hewitt, Recording Secretary