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On 4/4/2022 @ 9:30 AM

Attest: W. Anne Talbot
Town Clerk

TOWN OF PLAINFIELD
BOARD OF SELECTMEN
Meeting Minutes – March 14, 2022
AMENDED

Kevin Cunningham called the regular meeting to order at 7:00pm.
Members present were Kevin Cunningham, Art Gagne, and Scott Gardiner.

Minutes Approve meeting minutes from regular BOS meeting 2/28/22.

Art Gagne motioned to approve minutes from regular BOS meeting on 2/28/22 with correction of \$476.15 to the tax refund. Scott Gardiner seconded the motion. No discussion. All in favor, motion passed.

Old Business

1. Consider and Act on revised COVID-19 Policy:

Kevin Cunningham stated that modifications were made to the policy. Art Gagne suggested changing social distancing from town hall to town buildings.
Art Gagne motioned to accept the COVID-19 Policy with the change of social distancing from town hall to town buildings. Scott Gardiner seconded the motion. No discussion. All in favor, motion passed.

New Business

1. Consider and act on tax refunds as requested by the Tax Collector totaling \$767.75.

Jennifer E. Mason	163.75
VW Credit Leasing LTD	604.00

Art Gagne motioned to approve the tax refunds totaling \$767.75. Scott Gardiner seconded the motion. No discussion. All in favor, motion passed.

2. Consider and act on modifications to Town of Plainfield's Affordable Housing Plan:

The Board reviewed the plan and Art Gagne had questions regarding the following:

- Plan can only be executed or altered by 2/3 vote of the Board of Selectmen
- AD's by right we opted out and should not be in the plan
- Middle Density Housing – develop regulations for retrofit **(excluded out of plan)
- Partnership with Eastern CT Land Bank – we don't know if they are going for residential or commercial in their plans**(excluded out of plan)

He feels the plan should not be implemented; we have plenty of housing. Kevin Cunningham stated we need a plan approved.

***Art Gagne motioned to accept the Affordable Housing Plan that he made up with the three parts to be removed from the plan - the AD's by right they opted out of, middle density housing/ develop regulations to retrofit and partnership with Eastern CT Land Bank *and put the plan in a non-active status. Kevin Cunningham seconded the motion. Discussion: Kevin Cunningham stated this is a working document and they can always bring it up in the future. All in favor, motion passed.*

3. Consider and act on disbanding Advisory Building Committee.

Kevin Cunningham reviewed the list of projects from the committee. One suggestion was for the town hall to have more outside outlets and a new panel installed. The other areas are highway department, ~~**post-office~~ police station and senior rec area in the 5-year capital plan. He appreciates all the work they have done and if they need to bring them back again or another group they can do so.

Art Gagne motioned to disband the Advisory Building Committee. Scott Gardiner seconded the motion. Discussion: Art Gagne stated what a good job they did and that there were a lot of electrical issues and hope these are taken care of first. All in favor, motion passed.

4. Discuss and act on proposed town budget.

Kevin Cunningham reported that the budget needs to go to the Board of Finance by the 24th and he will need to do a review of each department. A few items bring an increase from last year; biggest one is police looking for more officers. Also, the 5-year capital plan was updated today. He explained the breakdown of the budget and a couple of projects are the heating system that heats the pool and town hall, and that the new HVAC system will have new boiler for pool. Other ones are the wireless solar lights around the track and GIS hosting in the 5-year capital plan. He would like an action on the budget tonight so it can go to the Board of Finance. Scott Gardiner stated he would like more time to review. Kevin Cunningham said they can have a special meeting to make changes if need be.

Kelly Vachon, Finance Director, reviewed the following:

- Revenues – the decrease under distressed municipality is because it was two years' worth in FY21-22
- Out of town tuition drop is due to less kids
- Town Clerk copies dropped because most documents are online now
- Rental hall – increased
- Local Revenue decrease by \$13,000 – CT Water did a lot of paving and was posted to other local revenue.
- Fund balance Town reval – NECCOG contract payment using fund balance
- Fuel – Town aid road can be used for fuel. Kevin Cunningham stated they are looking at upgrading to 5000-gallon tanks to save money on delivery, this would be 5-year capitol project.
- Audit – price went down \$500
- Payroll services – punching cards and phone automation to clock-in was discussed.
- Assessor Supplies – needed new books
- Town Clerk supplies – general index increased but can check with clerk to clarify
- Elections – Kevin Cunningham stated that you don't know what the referendums would cost every year that is why it is budgeted high
- Building/grounds – budget cut \$2000. With the electricity conversion not as much heat will be needed, heat will be for the pool
- Highway – line item 9735 is for supervisor salary

- Building Inspector – vehicle should be 2200 not 2000
- Grant writer salary increase – 3% non-union
- Recreation – program coordinator and custodian are new positions
- Pool boiler – it will be \$40,000

Kevin Cunningham stated that the Board of Education should have their numbers in the next two weeks. Also noted the mill rate increase may be .13 but they are waiting on the BOE numbers and still confirming what funds they will receive from the State. Assessment numbers are favorable, but they still have a lot of work to do on the budget and we may get cuts from the Board of Finance.

Art Gagne motioned to move the proposed Town budget for FY22-23 to the Board of Finance. Scott Gardiner seconded the motion. Discussion: Any changes can go to a Board of Selectmen special meeting. All in favor, motion passed.

Public Comment: None

5. Consider and act on Tentative Agreement between the Town of Plainfield and United Public Service Employees Union COPS Division, Unit #564 – for a Collective Bargaining agreement covering the period of July 12, 2021 through June 30, 2025. Action by the Board of Selectmen of the Town of Plainfield pursuant to the Connecticut General Statutes Sec. 7-474(b).

Kevin Cunningham requested an executive session and to invite Town Attorney Kristi Kelly and Finance Director, Kelly Vachon.

Art Gagne motioned to go into executive session and with the Town Attorney and Finance Director at 7:44pm. Scott Gardiner seconded the motion. All in favor, motion passed.

Art Gagne motioned to come out of executive session with no action taken. Scott Gardiner seconded the motion. All in favor, motion passed.

Executive session ended at 8:17pm.

Art Gagne stated I hereby move, pursuant to Connecticut General Statutes 7-474 (b) , to approve the funds necessary to implement the Tentative Agreement between the Town of Plainfield – and – United Public Service Employees Union COPS Division, Unit #564 (Town of Plainfield Police Department Employees) reached on March 1, 2022, for a Collective Bargaining Agreement covering the period of July 1, 2021 through June 30, 2024, specifically including the funds necessary to implement the Tentative Agreement between the Town of Plainfield – and – United Public Service Employees Union COPS Division, Unit #564 reached on March 1, 2022, for and amended and restated Retirement Plan for the Police Officers of the Town of Plainfield. Scott Gardiner seconded the motion. No discussion. All in favor, motion passed.

Other

Kevin Cunningham requested to add new business item #6 Discuss and Act on Procurement Policy. *Art Gagne motioned to add item #6 Discuss and Act on Procurement Policy. Scott Gardiner seconded the motion. All in favor, motion passed.*

6. Discuss and Act on Procurement Policy:

Kevin Cunningham is working with the Plainfield Little League, and he has two items for discussion. Equipment that is needed is available from one company which can be purchased for \$9630.80 from Ventrek and can be delivered in two weeks so he is asking to bypass the procurement policy and not do a sealed bid. This equipment is needed to take care of the fields and it will pay for itself instead of contracting the work out. The funds will come from revenue account 10-1123. They are looking to start a softball league and this equipment will help.

Art Gagne motioned to wave the procurement policy and to approve \$9630.80 to purchase equipment accessories. Scott Gardiner seconded the motion. No discussion. All in favor, motion passed.

Adjournment

Scott Gardiner motioned to adjourn at 8:25 pm, Art Gagne seconded the motion. All in favor, motion passed.

Respectfully submitted by,

Suzanne Krodel, Recording Secretary