

**BLOOMFIELD TOWN COUNCIL**  
**Monday, November 14, 2016**  
**Council Chambers – 7:30 p.m.**

Joan Gamble, Mayor  
Sydney T. Schulman, Deputy Mayor  
Patrick A. DeLorenzo      Wayne Hypolite  
Joseph P. Merritt      Joel J. Neuwirth  
E. Leon Rivers      Derrick A. Seldon  
Joseph Washington

- I. Pledge of Allegiance
- II. Roll Call
- III. Announcements and Presentations
  - A. Mr. Byron Lester & Mr. Al Taylor – MDC Budget Presentation
  - B. Engineering and Fuss & O’Neill - Presentation on Cross-Town Greenway Trail Study
- IV. Citizens’ Statements and Petitions  
*Statements by members of the public may be oral or written and shall start with the speaker’s name and address and shall continue for no longer than five (5) minutes, unless permitted by the Mayor or councilor presiding.*
- V. Report from Council Subcommittees
  - A. Community Services – Councilor Derrick Seldon
  - B. Administration & Education – Councilor Leon Rivers
  - C. Golf – Councilor Leon Rivers
  - D. Finance – Councilor Wayne Hypolite
  - E. Public Safety – Councilor Joe Washington
  - F. Committee on Committees – Councilor Joe Washington
  - G. Land Use & Economic Development – Deputy Mayor Syd Schulman
- VI. Council Business
  - Old Business  
FY 16/17-14: Consider and Take Action Regarding Adoption of Policy 120.08 – Use of Employer Provided Vehicles
  - New Business  
FY 16/17-18: Consider and Take Action Regarding Adoption of Council Schedule for 2017  
FY 16/17-19: Consider and Take Action Regarding Adoption of Council Subcommittees Meeting Schedules for 2017

FY 16/17-20: Discussion and Possible Action Regarding Amending the Conservation, Energy and Environment Committee (CEEC) Membership Requirement

FY 16/17-21: Consider and Take Action Regarding Tax Refunds

FY 16/17-22: Discussion and Possible Action Concerning Settlement of Pending Tax Appeals

- VII. Report from Mayor and Town Manager
- VIII. Approval of Minutes
  - A. October 24, 2016
- IX. Council Comments
- X. Executive Sessions
  - A. Discussion Concerning Labor Negotiations
  - B. Discussion Concerning Settlement of Pending Tax Appeals
  - C. Discussion Concerning Pending Claims and Litigation
- XI. Adjournment

TO: Town Councilors

FROM: Philip K. Schenck, Jr., Town Manager 

DATE: November 10, 2016

RE: FY 16/17-14: POLICY 120.08 – USE OF EMPLOYER PROVIDED VEHICLES

At the October 24<sup>th</sup> meeting, the Town Council referred this item to the Administration and Education Subcommittee. The subcommittee reviewed this item at the November 7<sup>th</sup> meeting and is recommending to Council to adopt this policy.

Should Council wish to move forward, the following motion would be in order:

*Move to adopt Policy 120.08 – Use of Employer Provided Vehicles*



#### IV. PROCEDURE

A. The Town of Bloomfield has determined that the following positions are of a critical nature to the continuing operation of the municipality in cases of emergency and that the individuals filling these positions will be furnished municipally-owned vehicles, unless otherwise determined by the Town Council or Town Manager:

- Town Manager
- Chief of Police
- Police Captain/Second in Command
- Police Lieutenants
- Emergency Management Director
- Director of Public Works & Facilities
- Public Works Operations Manager
- Public Works Operations Foreman
- Public Works Facilities Manager
- All other employees needing transportation for Town business may use vehicles from the "pool" upon request being made to the Town Manager

B. Permitted Uses (Unless otherwise provided for by the Town Council)

1. Vehicles may be used for any official business within one day's travel time from Bloomfield. Distances beyond one day's travel time must receive prior approval from the Town Manager.
2. Individuals who are assigned vehicles are considered to be on call 24 hours per day.
3. Incidental (de minimus) personal use of vehicles is allowed; however, individuals should be able to respond to calls within a reasonable amount of time. Personal (de minimus use) is defined in accordance with the Internal Revenue Service regulations.
4. While on vacation, or during prolonged absence, assigned vehicles are to be reassigned to appropriate filler personnel or parked at Town facilities.
5. Employees who are assigned municipal vehicles are expected to use appropriate caution in their driving habits, and abide by applicable laws governing the use of such vehicles for both non-emergency and emergency use.
6. Employees who are authorized to use their personal vehicles for approved business purposes will receive mileage allowance in accordance with the current allowable IRS rate.

C. Exclusions:

Qualified non-personal use vehicles, as defined in IRS Publication 15-B, are exempt from this policy. These vehicles include:

- Clearly marked, through painted insignia or words, police, fire, and public safety vehicles.
- Unmarked vehicles used by law enforcement officers if the use is officially authorized.

D. Vehicles covered under this policy are allowed to utilize gas acquired at the Public Works facility.

E. Forms

1. The attached forms must be completed as required by the Finance Department.

POLICY STATEMENT ON PROHIBITED PERSONAL USE OF  
TOWN VEHICLES OTHER THAN COMMUTING

Date: \_\_\_\_\_

Under Federal Tax Law, an employer may provide an employee with a vehicle for use in the employer's business under a written policy which prohibits personal use of the vehicle other than commuting – the "Commuter Rule." The Town has elected to use the Commuting Value Method to determine the value of your personal use of the vehicle.

You have been provided with a vehicle for use under the "Commuter Rule" and are subject to the following conditions:

1. The Town owns the vehicle which is provided to you for business use.
2. As an employee, you are required to commute to and from work in the vehicle for the following business reason(s);

Performance of Employment Duties \_\_\_\_\_

3. Neither you nor any friend, associate, or member of your family may use the vehicle for personal use, other than de minimus personal use by you – such as a stop for a personal errand on the way home or a similar errand or trip.
4. You are required to substantiate the days the vehicle is not available to you or day in which the Commuting Value Method does not apply and for which you will not be charged. The Commuting Value Method does not apply to those days when you depart your home and go directly to another location other than your normal place of work. For instance, if you leave home and go to Hartford for a business meeting without first going to the office or normal place of work, you will not be charged the per diem commuting charge. Substantiation can be done with a written auto log, diary, or other written records such as entries in a personal calendar. You will need to submit a copy of your record or statement showing the days the vehicle was not available to you or not to be charged to you. See Town of Bloomfield Form 120.08.04 (attached).
5. You should be prepared to inform the Finance Department of the number of days the vehicle was not available to you so proper use can be attributed to you for tax purposes.

COMMENTS:

Please sign and date the copy of this notice and return it to the Finance Department by \_\_\_\_\_  
\_\_\_\_\_ to keep as proof that the notice was properly given.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

TOWN OF BLOOMFIELD  
Department of Finance  
800 Bloomfield Avenue  
Bloomfield, CT 06002

### COMMUTING VALUE METHOD

The Town has decided to apply the Commuting Value Method to the class of vehicles used by the Town of Bloomfield employees.

The only record keeping that is required under this method is the substantiation on non-use days which can be satisfied through submission on Form 102.08.04 – Monthly Usage Log, or similar personal substantiation statements.

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#### Computational Worksheet

Computation of the yearly personal use value of a business automobile using the Commuting Value Method:

1. Total days available \_\_\_\_\_
2. Total days not available per submitted substantiation \_\_\_\_\_
3. Line #1 less Line #2 \_\_\_\_\_
4. Multiply Line #3 by \$3.00/day \$ \_\_\_\_\_

Equals taxable commuting value to be entered on Employee IRS Form W-2

TOWN OF BLOOMFIELD  
Department of Finance  
800 Bloomfield Avenue  
Bloomfield, CT 06002

NOTIFICATION TO EMPLOYEES OF ELECTION  
NOT TO WITHHOLD INCOME TAXES ON  
PERSONAL USE OF EMPLOYER-PROVIDED VEHICLE  
FOR CALENDAR YEAR \_\_\_\_\_ AND THEREAFTER

Date: \_\_\_\_\_

FOR CALENDAR YEAR ENDING: \_\_\_\_\_

Generally, you are subject to Federal and State withholding tax on the personal use value of an employer-provided vehicle. Employers are allowed the option not to withhold Federal taxes on this value. We are still required, however, to include this value on your Form W-2.

This is your notification that the Town is electing not to withhold Federal or State income taxes on the personal use value of an employer-provided vehicle. We are still required to withhold social security taxes on this value, however, and will continue to do so.

To avoid having to pay additional taxes due when you file your income tax return, you may wish to amend your Forms W-4 and CT W-4 Withholding Certificate, to provide additional withholding. Alternatively, you may wish to make estimated tax payments to the IRS and State of Connecticut.

COMMENTS:

Please sign and date the copy of this notice and return it to the Finance Department by \_\_\_\_\_  
\_\_\_\_\_ to keep as proof that the notice was properly given.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

TOWN OF BLOOMFIELD  
 Department of Finance  
 800 Bloomfield Avenue  
 Bloomfield, CT 06002

MONTHLY VEHICLE USAGE LOG  
 Business Use of Town-Owned Vehicle  
 (Submitted March 1, June 1, September 1, December 1)

Employee Name: \_\_\_\_\_ Employee # \_\_\_\_\_ Month/Year: \_\_\_\_\_

Vehicle License # \_\_\_\_\_ Beginning Mileage: \_\_\_\_\_

Place X in Date Box When Vehicle Not Available

DATE	X	REASON VEHICLE NOT AVAILABLE
1		
2		
3		
4		
5		
6		
7		
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TO: Town Councilors

FROM: Philip K. Schenck, Jr., Town Manager 

DATE: November 10, 2016

RE: FY 16/17-18: ADOPTION OF COUNCIL SCHEDULE FOR 2017

I am enclosing a proposed schedule for the Town Council meetings for 2017. As always, we have tried to identify every legal and religious holiday. However, if you are aware of any we have missed, the schedule should be amended. If there are no amendments, the following motion would be in order:

Consider and Take Action Regarding Adoption of Meeting Schedule for 2017

*Move that the following schedule of 2017 meetings for the Town Council be adopted, noting all meetings are at Town Hall, 800 Bloomfield Avenue, Bloomfield, CT unless otherwise noted:*

**2017 Meeting Schedule of the  
Bloomfield Town Council**

*(2<sup>nd</sup> & 4<sup>th</sup> Monday of each month except where noted)*

**7:30 p.m., Council Chambers**

Bloomfield Town Hall  
800 Bloomfield Avenue  
Bloomfield, CT 06002

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**January 9 & 23**  
**February 13 & 27**  
**March 13 & 27**  
**April 10 & 24**  
**May 8 & May 22**  
**June 12 & 26**  
**July 10 & 24**  
**August 14 & 28**  
**September 11 & September 25**  
**October 10 (October 9, Columbus Day) & October 23**  
**November 13 & 27**  
**December 11 & 26 (December 25, Christmas Day)**

TO: Town Councilors

FROM: Philip K. Schenck, Jr., Town Manager 

DATE: November 10, 2016

RE: FY 16/17-19: ADOPTION OF COUNCIL SUBCOMMITTEES  
MEETING SCHEDULES FOR 2017

We have enclosed schedules for the six Council subcommittees and would like to have the schedules approved so they can be properly filed with the Town Clerk's office. In order to make certain we cover all of them, I would suggest the following motions:

*Move that the schedule for the Administration & Education Subcommittee, as presented at the Town Council meeting on November 14, 2016, be approved.*

*Move that the schedule for the Community Services Subcommittee, as presented at the Town Council meeting on November 14, 2016, be approved.*

*Move that the schedule for the Economic Development and Land Use Subcommittee, as presented at the Town Council meeting on November 14, 2016, be approved.*

*Move that the schedule for the Finance Subcommittee, as presented at the Town Council meeting on November 14, 2016, be approved.*

*Move that the schedule for Golf Subcommittee, as presented at the Town Council meeting on November 14, 2016, be approved.*

*Move that the schedule for the Public Safety Subcommittee, as presented at the Town Council meeting on November 14, 2016, be approved.*

**2017 Meeting Schedule of the  
Bloomfield Town Council**

***(2<sup>nd</sup> & 4<sup>th</sup> Monday of each month except where noted)***

**7:30 p.m., Council Chambers**

Bloomfield Town Hall  
800 Bloomfield Avenue  
Bloomfield, CT 06002

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**January 9 & 23**

**February 13 & 27**

**March 13 & 27**

**April 10 & 24**

**May 8 & May 22**

**June 12 & 26**

**July 10 & 24**

**August 14 & 28**

**September 11 & September 25**

***October 10 (October 9, Columbus Day) & October 23***

**November 13 & 27**

**December 11 & *26 (December 25, Christmas Day)***

**2017 Meeting Schedule of the  
Bloomfield Town Council**

**Administration & Education Subcommittee**

**Chair: Councilor Leon Rivers**

**Members: S. Schulman, W. Hypolite, P. DeLorenzo**

***(1<sup>st</sup> Monday of each month except where noted)***

**6:30 p.m., Conference Room #5**

Bloomfield Town Hall  
800 Bloomfield Avenue Bloomfield,  
CT 06002

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**January 3 (January 2, New Year's Day)**

**February 6**

**March 6**

**April 3**

**May 1**

**June 5**

**July 3**

**August 7**

**September 5 (Sept. 4, Labor Day)**

**October 2**

**November 6**

**December 4**

**2017 Meeting Schedule of the  
Bloomfield Town Council**

**Committee on Committees Subcommittee**

**Chair: Councilor Joseph Washington**

**Members: S. Schulman and J. Neuwirth**

***(3<sup>rd</sup> Monday of each month except where noted)***

**6:30 p.m., Conference Room #5**

Bloomfield Town Hall  
800 Bloomfield Avenue Bloomfield,  
CT 06002

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***January 17 (January 16, Martin Luther King, Jr. Day)***

***February 21 (February 20, President's Day)***

**March 20**

**April 17**

**May 15**

**June 19**

**July 17**

**August 21**

**September 18**

**October 16**

**November 20**

**December 18**

**2017 Meeting Schedule of the  
Bloomfield Town Council**

**Community Services Subcommittee**

**Chair: Councilor Derrick Seldon**

**Members: J. Neuwirth, J. Washington, J. Merritt**

***(1<sup>st</sup> Tuesday quarterly except where noted)***

**6:00 p.m., Conference Room #5**

Bloomfield Town Hall  
800 Bloomfield Avenue  
Bloomfield, CT 06002

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**March 7**

**June 6**

**September 5**

**December 5**

**2017 Meeting Schedule of the  
Bloomfield Town Council**

**Economic Development and Land Use Subcommittee**

**Chair: Deputy Mayor Sydney Schulman**

**Members: L. Rivers, J. Washington, J. Neuwirth, W. Hypolite,  
P. DeLorenzo**

***(3<sup>rd</sup> Tuesday of each month except where noted)***

**7:00 p.m., Conference Room #5**

Bloomfield Town Hall  
800 Bloomfield Avenue  
Bloomfield,CT 06002

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**January 17**

**February 21**

**March 21**

**April 18**

**May 16**

**June 20**

**July 18**

**August 15**

**September 19**

**October 17**

**November 21**

**December 19**

**2017 Meeting Schedule of the  
Bloomfield Town Council**

**Finance Subcommittee**

**Chair: Councilor Wayne Hypolite**

**Members: P. DeLorenzo, J. Merritt, S. Schulman, D. Seldon**

***(3<sup>rd</sup> Monday of each month except where noted)***

**5:45 p.m., Conference Room #5**

Bloomfield Town Hall  
800 Bloomfield Avenue Bloomfield,  
CT 06002

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***January 17 (January 16, Martin Luther King, Jr. Day)***

***February 21 (February 20, President's Day)***

**March 20**

**April 17**

**May 15**

**June 19**

**July 17**

**August 21**

**September 18**

**October 16**

**November 20**

**December 18**

**2017 Meeting Schedule of the  
Bloomfield Town Council**

**Golf Subcommittee**

**Chair: Councilor Leon Rivers**

**Members: J. Merritt, D. Seldon**

**Ad Hoc: B. Klein, J. Colman, B. Lester, A. Ford**

***(4<sup>th</sup> Monday of each month except where noted)***  
**6:00 p.m., Council Chambers**

Bloomfield Town Hall  
800 Bloomfield Avenue Bloomfield,  
CT 06002

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**January 23**

**February 27**

**March 27**

**April 24**

**May 22**

**June 26**

**July 24**

**August 28**

**September 25**

**October 23**

**November 27**

***December 26, (December 25 – Christmas Day)***

**2017 Meeting Schedule of the  
Bloomfield Town Council  
Public Safety Subcommittee**

**Chair: J. Washington**

**Members: D. Seldon, J. Merritt, J. Neuwirth, L. Rivers**

***(2<sup>nd</sup> Monday of each month except where noted)***

**6:30 p.m., Conference Room #5**

Bloomfield Town Hall  
800 Bloomfield Avenue  
Bloomfield, CT 06002

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**January 9**

**February 13**

**March 13**

**April 10**

**May 8**

**June 12**

**July 10**

**August 14**

**September 11**

***October 10 (October 9, Columbus Day)***

**November 13**

**December 11**

TO: Town Councilors

FROM: Philip K. Schenck, Jr., Town Manager 

DATE: November 10, 2016

RE: FY 16/17-20: AMENDING THE CONSERVATION, ENERGY AND ENVIRONMENT COMMITTEE (CEEC) MEMBERSHIP REQUIREMENT

Please review the attached letter dated October 19<sup>th</sup> from CEEC Chair Marie MacDonald. The committee is recommending a minor change in CEEC membership requirements.

Should Council wish to move forward, the following motion would be in order:

*Move to refer this item to the Administration and Education Subcommittee for review and consideration*

19 October 2016

Councilor Leon Rivers, Chair  
Bloomfield Town Council Administration & Education Subcommittee

Councilor Rivers,

At our meeting on October 13, 2016, the Bloomfield Conservation, Energy, and Environment Committee (CEEC) voted to recommend that the Bloomfield Town Council, through the Administration & Education Subcommittee, consider amending a CEEC membership requirement.

Currently, Sec. 2-92 – Membership under Article VII. – Inland Wetlands and Water Courses Commission (Wetlands Commission) requires that two members of the Wetlands Commission be appointed to CEEC: “The commission shall be composed of nine (9) members...two (2) of whom shall be member[s] of the conservation and open space advisory committee [precursor name of the CEEC].”

Historically, this rule was established to foster communication between the CEEC and the Wetlands Commission. At the time of adoption, the primary focus of the CEEC was “conservation and open space.” While conservation and proper land use are still part of the CEEC’s charge, our mission has expanded to include energy issues (e.g. usage reduction, efficiency, renewable sources), connectivity (e.g. greenways, trails), pollution control (e.g. recycling), and natural resources. Although communication with the Wetlands Commission is helpful, it is only one of many groups CEEC needs to work with. Accordingly, the requirement of two Inland Wetlands appointees is outdated.

The CEEC requests that the phrase “...two (2) of whom shall be member[s] of the conservation and open space advisory committee” be stricken from Sec. 2-92 and that there be no formal CEEC membership “overlap requirements” with other Town commissions.

However, since the Committee strongly agrees that communication with and input from related Town commissions is helpful, we recommend that as vacancies arise on the CEEC they be announced to other commissions, particularly Inland Wetlands, Town Planning & Zoning, and Economic Development, in order to attract overlapping members.

(TPZ and Economic Development are specifically identified, as many of the land and energy use issues that CEEC reviews would benefit from communication with those groups.) We emphasize the overlap with the TPZ since going forward, the need to have discussion regarding energy sources for new projects is very important. Perhaps this comes with direct discussions with the TPZ, but a member on both would be beneficial.

Thank you for reviewing this rule. Please feel free to contact me if you have any questions or need additional information.

Sincerely,

Marie MacDonald, Chair  
Bloomfield Conservation, Energy, and Environment Committee  
860 242.9542  
mariemacdonald@comcast.net

**ARTICLE VI<sup>1/2</sup>. AGENT FOR ELDERLY PERSONS\***

**Sec. 2-86. Appointment.**

In accordance with the provision of Connecticut General Statutes, Section 7-127b, the town manager shall appoint the municipal agent for elderly persons.  
(Ord. No. 89-1, 1-23-89)

**Secs. 2-87—2-89. Reserved.**

**ARTICLE VII. INLAND-WETLANDS AND WATER COURSES COMMISSION†**

**Sec. 2-90. Creation.**

There shall be established an Inland-Wetlands and Water Courses Commission in accordance with An Act Concerning Inland-Wetlands and Water Courses (Public Act 155, 1972 Session of the General Assembly, State of Connecticut, Amended Public Act 571).  
(Ord. No. 69, § 1, 12-11-73)

**Sec. 2-91. Responsibilities.**

Said commission shall have the responsibility to protect the wetlands and water courses of the Town of Bloomfield and shall exercise all of the powers authorized under said Public Act 155 as amended, now or in the future.  
(Ord. No. 69, § 2, 12-11-73)

**Sec. 2-92. Membership.**

The commission shall be composed of nine (9) members; there shall be two (2) non-council appointees, to be appointed by and from the town plan and zoning commission, and seven (7)

\*Editor's note—Ord. No. 89-1, adopted Jan. 23, 1989, pertaining to the appointment of an agent for elderly persons, did not specify manner of codification, but has been included herein as Art. VI<sup>1/2</sup>, § 2-86 by the editor.

†Editor's note—Ord. No. 69 was added as §§ 2-90—2-95 at the editor's discretion.

members to be appointed by the town council, two (2) of whom shall be member of the conservation and open space advisory committee.  
(Ord. No. 69, § 3, 12-11-73; Ord. No. 82-4, 3-9-82)

**Sec. 2-93. Terms.**

Commission members shall be chosen by the agencies enumerated in section 2-92 above within one month of the adoption of Ordinance No. 73-69. The non-council appointees shall serve for a period of two (2) years and until their successors are chosen. Successor non-council appointees shall be chosen by their respective appointing agencies at the first meeting of said agencies after the 1975 municipal Bloomfield elections and after each municipal election thereafter. The town council appointees shall serve for a period of two (2) years and until their successors are chosen, except that the council appointees chosen upon the adoption of Ordinance No. 73-69 shall serve until November 1976. The town council shall appoint the council appointees at its first meeting after the state elections in 1976 and at its first meeting after every state election thereafter.  
(Ord. No. 69, § 4, 12-11-73)

**Sec. 2-94. Vacancies.**

Any vacancy in the membership of the commission which may occur through death, resignation or otherwise shall be filled for the unexpired term of such member by the agency originally appointing such member. In the event that a commission member fails to properly perform the responsibilities of said commission, the Bloomfield Town Council may remove said member by a two-thirds (2/3) vote.  
(Ord. No. 69, § 5, 12-11-73)

**Sec. 2-95. Procedure.**

The commission shall choose its own chairman and adopt its own regulations and procedures in accordance with applicable state law.  
(Ord. No. 69, § 6, 12-11-73)

TO: Town Councilors  
FROM: Philip K. Schenck, Jr., Town Manager   
DATE: November 10, 2016  
RE: FY 16/17-21: TAX REFUNDS

I am attaching a memorandum and tax refund list from Tax Collector Jean Kitchens asking Council to approve tax refunds.

Should Council wish to move forward, the following motion would be in order:

*Move that tax refunds (per the attached list) be approved in accordance with the memorandum dated November 4, 2016.*

To: Jim Wren, Finance Director  
From: Jean G. Kitchens, Tax Collector  
Date: November 4, 2016  
RE: Tax Refunds

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The attached requests for refunds of property taxes are submitted for your approval in accordance with Section 12 of the Connecticut General Statutes.

All of these requests have been reviewed by the Assessor.

NOVEMBER 2016 REFUNDS

ABRAHMS MARC C	2015MV	\$433.16
BRICO LLC	2015MV	\$21.61
BURLEIGH CHRISTOPHER	2015MV	\$176.20
CAB EAST LLC	2014MVSUP	\$139.96
CHESSARI CHRISTOPHER	2015MV	\$19.05
CHRISTIE TOURE	2015MV	\$74.37
DAIMLER TRUST	2015MV	\$388.50
DAVIS PRESTON OR GLENYSS	2015MV	\$26.64
DAVIS EARL A JR	2014MV	\$84.47
	2015MV	\$8.28
DWORKIN MICHAEL	2015MV	\$11.25
FINANCIAL SERVICE VEH TRUST	2015MV	\$667.35
HARDY ARTHUR 3RD	2015MV	\$17.13
HONDA LEASE TRUST	2015MV	\$158.02
HYUNDAI LEASE TRUST	2014MV	\$56.02
JP MORGAN CHASE	2015MV	\$537.00
KENTUCKY BLUE LEASE	2015MV	\$28.26
LEE JAMES EST W/ LEE JAMES SR EXEC	2014MV	\$32.65
	2015MV	\$185.37
LERETA LLC 8 SOUTH RIDGE DR	2015RE	\$2,313.21
MARTIN TIMOTHY	2015MV	\$21.42
NISSAN INFINITI	2015MV	\$113.77
PARKER JESSIE	2015MV	\$111.00

NOVEMBER 2016 REFUNDS

PATRY BROOKE	2015MV	\$17.87
REDHAI YOUSEF	2015MV	\$28.42
ROSOW RICHARD	2015MV	\$30.52
RUSSELL BRENDADEEN	2015MV	\$13.25
SMITH LESTER	2015MV	\$13.28
TAPPER KATHLEEN	2015MV	\$118.62
TOYOTA LEASE TRUST	2015MV	\$586.69
TUCKER RICHARD	2015MV	\$15.29
US BANK HOME MORT 14 NEWPORT DR	2015RE	\$2,490.42
VW CREDIT LEASING	2015MV	\$138.60
WILLIAMS MARKIO	2015MV	\$48.92
WONG CECIL OR CARLENE	2014MV	\$27.34
Total refunds		\$9,153.91

TO: Town Councilors

FROM: Philip K. Schenck, Jr., Town Manager 

DATE: November 10, 2016

RE: FY 16/17-22: SETTLEMENT OF PENDING TAX APPEALS

This item was placed on the agenda at the request of Attorney Needelman, and will be discussed in Executive Session.

**DRAFT**

**BLOOMFIELD TOWN COUNCIL**

There was a regular meeting of the Bloomfield Town Council held at 7:30 p.m. on Monday, October 24, 2016 in Council Chambers, Bloomfield Town Hall, 800 Bloomfield Avenue, Bloomfield, CT.

Present were: Mayor Joan Gamble, Deputy Mayor Schulman, Councilors Wayne Hypolite, Patrick DeLorenzo, Joseph Merritt, Joel Neuwirth, Derrick Seldon, Leon Rivers and Joseph Washington

Also present were: Philip K. Schenck, Jr., Town Manager, Sharron Howe, Assistant to the Town Manager, James Wren, Director of Finance, David Melesko, Director of Leisure Services and India M. Rodgers, Clerk of Council

Guest were: Barbara Martin and David Martin of KMA Designs

**PLEDGE OF ALLEGIANCE**

The meeting began with the pledge of allegiance to the flag.

**ANNOUNCEMENTS & PRESENTATIONS**

Mayor Gamble encouraged all residents to go out and vote on Election Day, Tuesday, November 8, 2016.

**Presentation by KMA Design – Wayfinding Signage**

Mr. David Melesko gave a brief overview of the Wayfinding Signage program for the town. Ms. Barbara Martin, KMA Design presented Council with an update of six renditions of the town signs, with recommendation for the top two choices.

Deputy Mayor Schulman stated that the Council consensus is the choice of Option #3 of the new proposed rendering.

Councilor Merritt suggested to remove the 1835 incorporated date from all signage.

**It was moved by Councilor Rivers, seconded by Councilor Merritt and voted unanimously to approve KMA Designs to move forward with the Wayfinding signage project.**

## **CITIZENS STATEMENTS & PETITIONS**

1. **Mary Murray, 14 Maple Avenue and Ruthanne Marchetti, 669 Bloomfield Avenue** expressed their support in renaming the School Street history center barn after the late Fannie Gabriel.
2. **Petrene Davis, 84 Englewood Avenue** expressed her disappointment in the lack of academic progress at Carmen Arace Middle School (CAMS). Ms. Davis stated that she is the mother of a 12 year old young man who is currently failing in school. She asked the Council to intervene in providing additional financial support for certified teachers at CAMS. Ms. Davis also informed the Council on current test scores and performance measures. She also stated that most students are not excelling in SPAT Math, Reading and English levels.

There was a brief discussion among Council members regarding the academic performance at Carmen Arace Middle School. Council stated that they were unaware of any issues impeding children from learning and poor test scores.

Deputy Mayor Schulman clarified that legally, Council cannot interfere in taking actions towards the Board of Education.

The Council suggested that Ms. Davis attend the next Board of Education meeting on October 25, 2016 to express her concerns and possible solutions.

## **REPORT FROM COUNCIL SUBCOMMITTEES**

**Community Services** – Councilor Seldon announced several programs and events sponsored by Senior Services, Social & Youth Services and Leisure Services. He also mentioned a Community Conversation with several Houses of Worship regarding race relations. This event will take place on Thursday, October 27, 2016 at The First Cathedral.

**Administration & Education** – Councilor Rivers endorsed the presentation made by KMA Designs regarding the floral border of main entrance signs. He also stated that the subcommittee unanimously approved the site naming of the School Street barn in honor of the late Fannie Gabriel. The committee also received an update on Affirmative Action plan from HRC consultants regarding minority representation in town. The Department of Public Works is under-utilized with jobs in the skilled craft area.

**Golf** – The subcommittee met this evening and had an extensive conversation regarding special events golf course rates. It was reported that the course has decreased rounds, due to competitor courses in the greater Hartford area. However, the course has maintained during dry conditions.

Public Safety – Councilor Washington reported that this subcommittee meeting was cancelled due to the Columbus Day Holiday.

Committee on Committees – Councilor Washington reported that this subcommittee meeting was cancelled due to the Columbus Day Holiday.

Finance – This subcommittee met on October 18, 2016 to discuss the allocation of savings from refinancing school renovation bonds from 2010. It was recommended to choose and accept option #2 (\$25 million) to offset debt service over the next several years. Councilor Hypolite also noted updated information regarding state reimbursement from reconciling school bonds.

Land Use & Economic Development – This subcommittee met on October 18, 2016. The committee had an extensive discussion regarding the Tax Increment Financing and the Tax Abatement policy. A draft of the policy was presented, providing a framework of categories for consideration. The committee suggested a joint meeting with the Finance subcommittee and Economic Development Committee members to discuss any modifications and/or agreements.

#### **ADDITIONS TO THE AGENDA**

It was moved by Councilor Hypolite, seconded by Councilor Washington and voted unanimously to add item **FY 16/17-17: Discussion and Possible Action on Parking Ban for Commercial Vehicles in residential neighborhoods.**

#### **COUNCIL BUSINESS**

##### **OLD BUSINESS**

##### **FY 14/15-08: Discussion and Possible Action Regarding Modification to Town Ordinance, Article II Outdoor Illumination and Sound Amplifiers, Section 3-19b**

This item was referred to Administration & Education Subcommittee for further discussion and review.

##### **FY 15/16-10: Consider and Take Action Regarding Community Parks, Gateway and Wayfinding Signage**

It was moved by Councilor Rivers, seconded by Councilor Merritt and voted unanimously to approve the Bloomfield Community Gateway, Wayfinding and Park Signage proposal and to move forward with implementation.

Mr. David Melesko and KMA Designs were commended for their hard work and effort for the wayfinding signage project.

**FY 15/16-42: Consider and Take Action Regarding the Naming of a Bloomfield Historic Site (Fannie R. Gabriel)**

It was moved by Councilor DeLorenzo, seconded by Councilor Rivers and voted unanimously to name the building at the Wintonbury Historical Society in memory of Fannie R. Gabriel.

**FY 15/16-78: Discussion and Possible Action Regarding Adopting a Plan for Holding Absentee Landlords Responsible for the Conditions of their Properties**

This item was referred to Administration & Education Subcommittee for further discussion and review.

**NEW BUSINESS**

**FY 16/17-13: Consider and Take Action Regarding Adoption of Policy 141.04 - General Fund – Fund Balance**

This item was referred to Finance Subcommittee for further discussion and review.

**FY 16/17-14: Consider and Take Action Regarding Adoption of Policy 120.08 – Use of Employer Provided Vehicles**

This item was referred to Administration & Education Subcommittee for further discussion and review.

**FY 16/17-15: Discussion and Possible Action Regarding an Ordinance on Block Parties and Neighborhood Gatherings**

This item was referred to Administration & Education Subcommittee for further discussion and review.

**FY 16/17-16: Discussion and Possible Action Regarding an Ordinance on Fracking Waste**

This item was referred to Administration & Education Subcommittee for further discussion and review.

**FY 16/17-17: Discussion and Possible Action on Parking Ban for Commercial Vehicles in residential neighborhoods**

This item was referred to Administration & Education Subcommittee for further discussion and review.

## **REPORT FROM THE MAYOR AND TOWN MANAGER**

### **Mayor's Report**

Mayor Gamble reminded residents to donate monetary funds or food to the local Food Bank for the upcoming holidays.

### **Town Manager's Report**

Mr. Philip K. Schenck, Jr., Town Manager reported the following updates to the Town Council:

- Mr. Schenck, Jr. encouraged all residents to get out and vote on Election Day, November 8, 2016. As a reminder, the town wide referendum for the renovations of the Public Works building and 330 Park Avenue will be on the ballot.
- It was noted that the FY 2017/2018 budget process has begun. Department heads have received their budget guidance for capital improvements.
- As a reminder for all residents in need, please contact Social & Youth Services for screening for rental assistance, energy assistance and holiday programs.

## **FINANCIAL REPORT**

There were no questions or concerns regarding the financial report.

## **APPROVAL OF MINUTES**

**It was moved by Councilor Seldon, seconded by Councilor Washington and voted unanimously to approve the minutes of September 26, 2016.**

## **COUNCIL COMMENTS**

Councilor DeLorenzo thanked David Melesko and staff for their tireless efforts on the signage project. He also expressed gratitude to the late Fannie Gabriel and her contribution to the Town of Bloomfield. In addition, Councilor DeLorenzo stated that he was distressed to hear about the academic concerns at Carmen Arace Middle School. He also reminded all residents to donate food

or Adopt-a-Family for the local Food Bank and holiday giving programs. Councilor DeLorenzo encourage residents to consider purchasing a paver for the newly renovated Filley Park and vote on Election Day.

Councilor Merritt was delighted to honor Fannie Gabriel for her contribution to Bloomfield for over 50 years. He also encouraged all to get out and vote.

Deputy Mayor Schulman cautioned every parent on the safety for children on Halloween. He mentioned an email of concern to be addressed at next Administration & Education subcommittee meeting. He also encouraged all get out and vote.

Councilor Washington expressed grave concern about issues with parents of students at CAMS. He stated that honoring Fannie Gabriel is a wonderful acknowledgement, however he encouraged Council to remember honoring Richard Days as well. Councilor Washington suggested the utilization of mentoring program for each department to increase growth and advance careers.

Councilor Hypolite echoed statements of honoring Fannie Gabriel. He also commented on the school test scores and performance as a surprise to Council contradictory to reports from the Board of Education. Councilor Hypolite encouraged parents and members of the Board to listen to one another and have dialogue for continued improvements.

Councilor Rivers expressed kudos of support in naming the School Street barn facility for Fannie Gabriel. He also asked the Board of Education to provide information of concerns to CAMS parent. Councilor Rivers mentioned that the golf course continues to support the 15 youth enrolled in the juniors program.

Councilor Seldon expressed concerns about minority hiring relative not meeting town goals. He requested clarification on the status of minority contractors for the Center Apartments. In addition, he commented that Bloomfield Public schools are moving forward in the right direction, however the need for improvement is always a factor.

## **ADJOURNMENT**

**It was moved by Councilor Neuwirth, seconded by Councilor Washington and voted unanimously to adjourn the meeting at 9:08 p.m.**