

**BOARD OF ALDERMEN**

**OPERATIONS & PROCEDURES SUBCOMMITTEE SPECIAL MEETING**

**APRIL 26, 2018 – 7:45 P.M.**

**JOAN WILLIAMSON ALDERMANIC CHAMBERS**

**REVISED MINUTES**

Chair Barbara L. DeGennaro called the special meeting to order at 7:51 p.m. All rose and pledged allegiance to the flag.

**Roll Call**

Present: Barbara L. DeGennaro, Charles Sampson, Beverly Moran

Also Present: Andrew Baklik, Chief of Staff

Dr. Matthew Conway, Superintendent of Schools

Philip Hawks, Fire Marshal

Vincent Marino, Corporation Counsel

**ADDITIONS, DELETIONS, CORRECTIONS AND ADOPTION OF THE AGENDA**

As it is a Special Meeting there are no additions, deletions or corrections to the agenda.

**A MOTION** was made by Ms. DeGennaro with a second by Ms. Moran to adopt the agenda as presented. **Motion carried.**

**PUBLIC PORTION**

Ms. DeGennaro asked three times if anyone wished to address the committee. Hearing no requests the public portion was closed.

**APPROVE MINUTES OF THE MARCH 22, 2018 OPERATIONS & PROCEDURES SPECIAL MEETING**

**A MOTION** was made by Mr. Sampson with a second by Ms. Moran to approve the Minutes of the March 22, 2018 Special Meeting. **Motion carried.**

**PRESENTATION BY REPRESENTATIVE FROM USI INSURANCE REGARDING HEALTH INSURANCE FOR THE CITY OF DERBY. DISCUSSION/POSSIBLE ACTION AND RECOMMENDATION TO THE FULL BOARD OF ALDERMEN/ALDERWOMEN**

Larry Cass, Jr. from USI Insurance will make a presentation to the committee regarding health insurance for the City and he distributed a handout to the members. He said they are entertaining the idea of moving the medical insurance from Anthem to Aetna. Mr. Cass explained the handout is a financial overview of the bidding process that they went through to come to this recommendation. The second handout is the new plan design with new enhancement plans and benefits that they're providing to the employees. Mr. Cass informed the committee that they have been working on this for about three months. As insurance agents they review each of the different benefit

programs. They come on a quarterly basis to see how the claims are working, how are they running and they inform the City what they're projecting for this coming July. They found that the claims were running fairly well and they don't anticipate any rate increase this coming July. Mr. Cass said he was challenged by some of the board members who wanted to look into doing a wellness plan. He said that Mayor Dziekan and Patrick Charmel, the Chairman and President of Griffin Hospital, met and Mr. Charmel said he wanted to get more involved with the City employees and he asked how could Griffin Hospital get more integrated and help the employees become healthier. Mr. Cass said they went out to various insurance carriers and they did not offer competitive numbers.

Mr. Cass said the recommendation to be reviewed is to move from Anthem to Aetna. He said the contract would have to be equal or better. No benefits would be taken away from any of the employees – it would be the same exact benefits that we're on now. Mr. Cass said the total expected cost currently with Anthem is \$5,986,246. If the City were to go with the Anthem renewal the costs would be \$5,945,310. He said they also looked at the ACES Program and noted that Dr. Conway met with those representatives. Mr. Cass said this is also a good program. The total expected cost is \$5,887,148 and the Aetna Whole Health Program would be \$5,433,256, which results in some savings financially as well it gives up an opportunity to partner with Griffin Hospital.

Mr. Cass said Griffin Hospital has volunteered to come in and do bio-metric screenings at a no-cost basis for all the employees. They also have other free programs that we will explain to the City employees. He said they're very excited about developing what they call the "Community of Care."

Mr. Sampson said he is not familiar with the City of Derby contracts – he knows some of the contracts that he has dealt with in his job and said in order to change them you couldn't change the health care service provider unless they were comparable to the current plan in place. He asked if this has been discussed with the Union. Dr. Conway said they invited the Union representatives up to Griffin Hospital to meet with Pat Charmel and Aetna and view the presentation, which took place today. He said the Union now had direct contact with both Aetna and Pat Charmel in order for them to ask any direct questions. Dr. Conway said the teacher and Police union delegates also stayed and asked questions. He said it was a very good meeting and it's an attractive plan with one of the main employers in the community. He likes that it's a partnership and a preventative health approach as opposed to a health care plan, which is basically just paying your benefits. Dr. Conway said it makes sense that there might be a reduction in benefits if people change behavior. In order to change behavior you have to change culture. He said we need to change culture by really building a theme in the district. In August there will be a three day health fair and Griffin will come in with all their people and they will perform full health care assessments on every single employee who wants it done. You will have the choice of what sessions you would like to attend. There are partnerships with area gyms. Mr. Baklik said doing anything preventatively will save us money in the long run. Ms. DeGennaro said we don't need to vote on this – it's just a presentation before us this evening. She said the Union can take it or not take it, go to arbitration, etc... Ms. DeGennaro said it's nice to know

about this because we don't get a lot of this information and we haven't gotten a lot of this information over the years. Knowing that you met with other companies she asked if this was a service that needed to be bid or was that the bidding process you had when you had meetings with these other companies. Mr. Cass said they went through USI who was the broker.

**PROPOSED ORDINANCE, CITY OF DERBY CODE, ENTITLED "PROHIBITING WASTE ASSOCIATED WITH NATURAL GAS AND OIL EXTRACTION WITHIN THE CITY OF DERBY" AS AUTHORIZED BY STATE OF CT PUBLIC ACT 14-200. DISCUSSION/POSSIBLE ACTION AND RECOMMENDATION TO THE FULL BOARD OF ALDERMEN/ALDERWOMEN**

Atty. Marino said this is a generic ordinance that was put out by DEEP as a model ordinance with respect to anti-fracking. He said what the State is discovering is with the fracking (inaudible) we're getting the waste material that are becoming hazardous to the general public. He said it's a municipal option whether or not the ordinance. The purpose is to protect the general health and welfare of the constituents of the City.

**A MOTION** was made by Mr. Sampson with a second by Ms. Moran to forward the proposed ordinance, City of Derby Code, entitled "Prohibiting Waste Associated with Natural Gas and Oil Extraction with the City of Derby as authorized by State of CT Public Act 14-200 to the full Board of Aldermen/Alderwomen. **Motion carried.**

**PROPOSED AMENDMENT TO ORDINANCE, CITY OF DERBY CODE, CHAPTER §136 "PEDDLING AND SOLICITING", ARTICLE III, "LOCATION LICENSING OF VENDORS", NEW §136-8C. DISCUSSION/POSSIBLE ACTION AND RECOMMENDATION TO THE FULL BOARD OF ALDERMEN/ALDERWOMEN**

Ms. DeGennaro said this is the section that addresses the Bad Sons situation to have vendors. Atty. Marino said the purpose of this is to address the issue that arose as a result of the Planning & Zoning Commission's modification of their regulations. Now we have multiple City agencies that will be reviewing and could potentially result in conflicting positions. He said this is, in his view, a location on private property with food trucks is really a land use site plan issue rather than a general health, safety, welfare issue, which is what I believe your penalty is listing. He said the recommendation is to the extent that a property owner has obtained site plan approval for the location of these types of food trucks on private property that it not be part of or exempt from your penalties from Section C of §136.8.

Ms. DeGennaro read §136.8 C. into the record: This article shall not apply to any property owner that has obtained approval from the Planning and Zoning Commission for the location of food trucks as an accessory use in accordance with §195-17(A) of the Derby Zoning Regulations.

**A MOTION** was made by Mr. Sampson with a second by Ms. Moran to forward the Proposed amendment to Ordinance, City of Derby Code, Chapter §136 "Peddling and Soliciting" Article III "Location Licensing of Vendors" New §136-8C to the full Board of Aldermen/Alderwomen. **Motion carried.**

**PROPOSED ORDINANCE, CITY OF DERBY CODE, ENTITLED "RENTAL ACCOUNTABILITY ACT" AS APPLIES TO ZONING CODE VIOLATIONS WITHIN THE CITY OF DERBY. DISCUSSION/POSSIBLE ACTION AND RECOMMENDATION TO THE FULL BOARD OF ALDERMEN/ALDERWOMEN**

**A MOTION** was made by Ms. DeGennaro with a second by Ms. Moran to **TABLE** this item. **Motion carried.**

**PROPOSED ORDINANCE, CITY OF DERBY CODE, ENTITLED "ILLICIT DISCHARGE AND CONNECTION STORMWATER ORDINANCE." DISCUSSION/POSSIBLE ACTION AND RECOMMENDATION TO THE FULL BOARD OF ALDERMEN/ALDERWOMEN**

Ms. DeGennaro said the only question she had regarding this ordinance was that the enforcement person is the Zoning Enforcement Officer and I think it would be better to have it be the Director of Public Works because I don't believe that the Zoning Enforcement Officer would have that knowledge. Atty. Marino agrees and noted that is totally at your discretion as to who you want to appoint to this position. He said DEEP, through UCONN, has created this model ordinance and several towns have already implemented it.

**A MOTION** was made by Mr. Sampson with a second by Ms. Moran to forward to the full Board of Aldermen/Alderwomen with the change that the Director of Public Works shall administer. **Motion carried.**

**REPLACE AND APPOINT NEW BOARD OF ALDERMAN/ALDERWOMAN MEMBER ON ATHLETIC COMPLEX BUILDING COMMITTEE AS ESTABLISHED AT THE BOARD OF ALDERMEN/ALDERWOMEN MEETING HELD ON NOVEMBER 17, 2016. DISCUSSION/POSSIBLE ACTION AND RECOMMENDATION TO THE FULL BOARD OF ALDERMEN/ALDERWOMEN**

Ms. DeGennaro said there has been some discussion about replacing Peter Olenoski with a current member of the Board of Aldermen/Alderwomen. She said Mr. Sampson had a suggestion about keeping Mr. Olenoski as an at-large member. Dr. Conway said he supports that 100%.

**A MOTION** was made by Ms. DeGennaro with a second by Mr. Sampson to recommend to the full Board of Aldermen/Alderwomen to replace Peter Olenoski with Ronald Sill on the Athletic Complex Building Committee and add a 4<sup>th</sup> at-large member to that committee with that member being Peter Olenoski, **Motion carried.**

**REPLACE AND APPOINT NEW BOARD OF ALDERMAN/ALDERWOMAN MEMBER ON FIELD HOUSE AND BASEBALL FIELD BUILDING COMMITTEE AS ESTABLISHED AT THE BOARD OF ALDERMEN/ALDERWOMEN MEETING HELD ON FEBRUARY 23, 2017. DISCUSSION/POSSIBLE ACTION AND RECOMMENDATION TO THE FULL BOARD OF ALDERMEN/ALDERWOMEN**

Ms. DeGennaro said this committee also has Peter Olenoski as the Board of Aldermen representative.

**A MOTION** was made by Ms. DeGennaro with a second by Ms. Moran to recommend to the full Board of Aldermen/Alderwomen to replace Peter Olenoski with Charles Sampson on the Field House and Baseball Field Building Committee.

### **DISCUSSION ON MOTION**

Ms. Moran asked about having Peter Olenoski served as an at-large member on this committee. Ms. DeGennaro said this committee is made up of the nine Board of Education members, the Superintendent of Schools, Member of the Board of Aldermen, Member of Planning & Zoning, Member of Parks and Recreation, Public Works Director, Member of the High School Administration, and a High School Coach– there are no at-large or ex-officio members. Ms. Moran asked about placing the new Public Works Director on the committee. Ms. DeGennaro said she knows that Mr. DeFala has been very involved with this committee but we also need to have the current Public Works Director. Dr. Conway said he would like to speak with Ed Armeno (Public Works Director) as he may not even realize his position is on it. He said perhaps you can add a position to the committee as Mr. DeFala has been very involved with the committee and he is a very valuable member of the committee. As this is a Special Meeting we can't add this to the agenda but it can be moved to the full Board of Aldermen/Alderwomen meeting and discuss it there. Mr. Sampson said we can change the makeup of the board. Ms. DeGennaro said we can change Board of Aldermen committees that we established. The issue of changing the makeup of the committee will be addressed at the full Board of Aldermen/Alderwomen meeting.

### **MOTION CARRIED.**

### **REVIEW OF CITY OF DERBY CODE, CHAPTER 186, VEHICLES AND TRAFFIC, ARTICLE IX "BOAT RAMP" AND "BOAT RAMP TRAILER PERMIT", SECTION §186-51 THROUGH SECTION §186-54. DISCUSSION/POSSIBLE ACTION AND RECOMMENDATION TO THE FULL BOARD OF ALDERMEN/ALDERWOMEN**

Ms. DeGennaro said this was on the agenda last month where it was reviewed and there was a suggestion about putting up signs. She noted that the ordinance is already in existence.

**A MOTION** was made by Mr. Sampson with a second by Ms. Moran to recommend to the full Board of Aldermen/Alderwomen to have two signs installed by the Public Works Department at the Boat Ramp. **Motion carried.**

### **REQUESTS FOR SALARY INCREASES FROM FIRE MARSHAL'S OFFICE FOR THE DEPUTY FIRE MARSHALS AND FIRE INSPECTORS, THE REGISTRAR OF VOTERS, AND PARKS & RECREATION EMPLOYEES. DISCUSSION/POSSIBLE ACTION AND RECOMMENDATION TO THE FULL BOARD OF ALDERMEN/ALDERWOMEN**

Ms. DeGennaro said last month Phil Hawks and Louise Pitney were here and then Parks & Recreation came later. Ms. DeGennaro asked Mr. Hawks if he made his presentation to the Board of Apportionment & Taxation (BOAT.) Mr. Hawks said he did and his budget went up by \$182.00 and he was able to bump up the salaries to \$5,500. Ms. Moran said she thought we were trying to get a percentage for these departments across the board. It was noted that the Registrar has not had a raise because of the way the State Statute reads and Parks and Recreation received a raise last year.

**A MOTION** was made by Mr. Sampson with a second by Ms. Moran to move all three departments – Fire Marshal Inspectors, Registrar of Voters and Parks and Recreation to the full Board of Aldermen/Alderwomen for discussion and action.

**DISCUSSION ON MOTION**

Ms. DeGennaro said what if Mr. Hawks asks for a 10% increase. Ms. Moran again said she thought it was going to be whatever the contract is for City Hall. Mr. Sampson said the Fire Marshal Inspectors are going to be more than 2% - they haven't had a raise in years. Mr. Hawks said in 22 years they have received an \$800.00 raise. Mr. Baklik stated that the City Hall Union has negotiated a 3.5% raise but it was noted that they skipped a year. Ms. DeGennaro said we have it in the minutes from the last meeting what Mr. Hawks and Ms. Pitney requested but nothing from Parks & Recreation. Mr. Sampson said his child works for Parks and Recreation and asked if he would have to recuse himself. Atty. Marino said while it's not specific to an individual the general rule is there has to be a direct conflict or an appearance of a conflict.

**A MOTION** was made by Mr. Sampson with a second by Ms. Moran to WITHDRAW their motion. **Motion carried.**

**A MOTION** was made by Ms. DeGennaro with a second by Ms. Moran to recommend to the full Board of Aldermen/Alderwomen the salary increase that was presented to this committee at the March 22, 2018 meeting and Parks and Recreation contingent upon them providing their actual request and effective July 1, 2018 to June 30, 2019. Mr. Sampson recused himself. **Motion carried.**

**REVIEW OF PAST PRACTICE AND POLICY OF WAGE, STIPEND, AND SALARY INCREASES FOR NON-UNION, NON-CONTRACTUAL CITY EMPLOYEES. DISCUSSION/POSSIBLE ACTION AND RECOMMENDATION TO THE FULL BOARD OF ALDERMEN/ALDERWOMEN**

**A MOTION** was made by Ms. DeGennaro with a second by Mr. Sampson to **TABLE** this item. **Motion carried.**

**PUBLIC HEARING FOR 2018 CONNECTICUT NEIGHBORHOOD ASSISTANCE ACT (NAA) TAX CREDIT PROGRAM, PATTY FINN, OFFICE OF COMMUNITY DEVELOPMENT. DISCUSSION/POSSIBLE ACTION AND RECOMMENDATION TO THE FULL BOARD OF ALDERMEN/ALDERWOMEN.**

Ms. Finn explained that this is the yearly CT Neighborhood Assistance Act Tax Credit Program run by the State of CT Department of Revenue Services. There is no cost to the City. The City holds a public hearing on the applications received and then votes if they feel the application is worthy.

**A MOTION** was made by Ms. DeGennaro with a second by Ms. Moran to recommend to the full Board of Aldermen/Alderwomen the Public Hearing for the 2018 Connecticut Neighborhood Assistance Act (NAA) Tax Credit Program. **Motion carried.**

**ACCEPTANCE OF STATE OF CT BID VENDOR FOR ENERGY IMPROVEMENTS, JOHNSON CONTROL, AS ECG'S VENDOR FOR SERVICES REGARDING PROPOSAL NO. 5120 APPROVED AT THE FULL BOARD OF ALDERMEN/ALDERWOMEN MEETING ON APRIL 12, 2018. DISCUSSION/POSSIBLE ACTION AND RECOMMENDATION TO THE FULL BOARD OF ALDERMEN/ALDERWOMEN**

Mr. Baklik said this was a state bid on DAS.

**A MOTION** was made by Mr. Sampson with a second by Ms. Moran to recommend to the full Board of Aldermen/Alderwomen the acceptance Johnson Controls as the approved vendor. **Motion carried.**

**CONFIRM AND RATIFY THE MEMBERS OF THE WPCA INFRASTRUCTURE COMMITTEE MEMBERS AS ESTABLISHED IN ACCORDANCE WITH THE SEPTEMBER 2014 PASSED REFERENDUM. DISCUSSION/POSSIBLE ACTION AND RECOMMENDATION TO THE FULL BOARD OF ALDERMEN/ALDERWOMEN.**

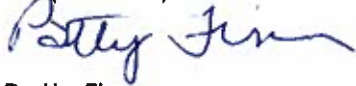
Ms. DeGennaro said she put this on the agenda after discussion with Keith McLiverty, the Chair of the Infrastructure Committee. When the City received the Road Bond we also established the Infrastructure Committee to work with WPCA. At the December 18, 2014 Board of Aldermen meeting that committee was established. Mr. McLiverty said one member has not been able to make meetings and he would like the committee reduced to the five members that presently make up the committee. He said they function quite well together – there are no quorum issues – and they work well as a team.

**A MOTION** was made by Ms. DeGennaro with a second by Mr. Sampson to recommend to the full Board of Aldermen/Alderwomen that the Infrastructure Committee be reduced to five members. **Motion carried.**

**ADJOURNMENT**

***Without objection the meeting adjourned at 8:47 p.m.***

Respectfully submitted,



Patty Finn  
Recording Secretary

**THESE MINUTES ARE SUBJECT TO APPROVAL BY THE BOARD OF ALDERMEN OPERATIONS & PROCEDURES SUBCOMMITTEE AT THEIR NEXT MEETING.**