



**TOWN COUNCIL
WATERTOWN, CONNECTICUT**

**MONDAY, DECEMBER 4, 2023
REGULAR MEETING – 7:00 P.M.**

**MINUTES
WATERTOWN TOWN HALL
TOWN COUNCIL CHAMBERS
61 ECHO LAKE RD.
WATERTOWN, CT 06795**

1. Call Meeting to Order.

Chair Mary Ann Rosa called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance.

Chair Mary Ann Rosa led the pledge of allegiance.

3. Roll Call.

PRESENT: Mary Ann Rosa, Chair
Ken Demirs, Vice Chair
Robert Desena
Anthony DiBona
Gary Lafferty
Carina Noyd
Jonathan Ramsay
Rachael Ryan

ABSENT: Robert Retallick

OTHERS PRESENT: Mark Raimo, Town Manager
Susan Zappone, Assistant Town Manager/Finance Director

4. Recognitions.

Mark Raimo, Town Manager recognized Susan Zappone and Megan Guiliano extending sincere gratitude and appreciation for their exemplary leaderships as the Finance Director and Assistant Finance Director.

5. Minutes.
 - a. November 20, 2023 – Regular Meeting

Motion: Ken Demirs seconded by Rachael Ryan: I move to approve the Regular Meeting minutes dated November 20, 2023 as presented.

Aye: 7 Rosa, Demirs, Desena, Lafferty, Noyd, Ramsay, Ryan
Nay: 0
Abstain: 1 DiBona

Motion passes

- b. November 20, 2023 – Special Town Meeting

Motion: Ken Demirs seconded by Rachael Ryan: I move to approve the Special Meeting minutes dated November 20, 2023 as presented.

Aye: 7 Rosa, Demirs, Desena, Lafferty, Noyd, Ramsay, Ryan
Nay: 0
Abstain: 1 DiBona

Motion passes

6. Chairman's Report
 - a. Correspondence.

1. Email from Valerie Vicenzi re Proposed Industrial Park and Apartments, dated November 30, 2023.

Chair Mary Ann Rosa referred the email to the Planning & Zoning Commission.

2. A letter that was in our email from Mr. Mickel that had numerous questions in regards to an item on the agenda, which will be addressed by the Town Manager.

7. Subcommittee and Liaison Reports

- a. Finance – Jonathan Ramsay, Chair – we did receive some financial reports from the BOE in the past week or two, Mark will have our budget schedule soon. The revaluations will occur with the taxes.

- b. Ordinance – Anthony DiBona, Chair – none.

- c. Public Works – Robert Retallick, Chair – Ken Demirs stated we did not have a meeting.
- d. Elderly Tax Relief. Jonathan Ramsay, Chair – at this time we are waiting for more information from the Town Attorney and Town Manager’s office before we meet again.

Liaison reports

Fire Department – Robert Desena read memorandum from Robert Retallick regarding the Fire Department.

8. Town Manager’s Report.

Mark Raimo reported:

- We did build up our budget schedule for the coming budget meetings and will be getting that out to you in the month of December.
- We are finalizing our Clear Gov software; we are getting our figures correct so I am hoping to have that up and running by the end of December.
- Our time and attendance software is 95% built out. We are having our time and attendance clocks installed at five locations at some point this week we are planning to have that taken care of.

9. New Business.

- a. Consider appointments to boards and commissions.

Motion: Ken Demirs seconded by Rachael Ryan: I move to appoint Karen Hosking, 106 Porter St., Watertown, CT as a member of the Commission on Aging. The appointment is to the expired term of Kathy Goulet for a term to expire January 31, 2026.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Rachael Ryan: I move to appoint Ray Primini, 410 Cherry Avenue, Watertown, CT as a member of the Water and Sewer Authority. The appointment is to fill the unexpired term of Michael Garassino for a term to expire January 31, 2026.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Rachael Ryan: I move to appoint John (Jack) Donahue, 319 Thomaston Road, Unit 36, Watertown, CT as a Member of the Library Board of Trustees for a term to expire September, 2024.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Rachael Ryan: I move to reappoint Jeffrey Franson, 410 Plungis Road, Watertown as a member of the Board of Tax Assessment Appeals term to expire 1/28.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Rachael Ryan: I move to reappoint Thomas Walsh, 88 Longview Avenue as a member of the Building Code Board of Appeals for a term to expire January 31, 2029.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Rachael Ryan: I move to reappoint Douglas Anctil, 188 Honey Hill Road, Watertown as a member of the Building Code Board of Appeals for a term to expire January 31, 2029.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Rachael Ryan: I move to reappoint Carol Stepanek, 245 Cherry Avenue, Unit C-12, Watertown as a member of the Commission on Aging for a term to expire January 31, 2026.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Rachael Ryan: I move to reappoint Debra Desena, 80 Parkman Street, Oakville as a member of the Commission on Aging for a term to expire January 31, 2026.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Rachael Ryan: I move to reappoint Melanie Flaherty, 21 Neill Dr, Watertown as a member of the Commission on Aging for a term to expire January 31, 2026.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Rachael Ryan: I move to reappoint Loretta Lambert, 28 Cottage Place, Oakville as a member of the Commission on Aging for a term to expire January 31, 2026.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Anthony Dibona: I move to reappoint Edwin P. Dalton, Po Box 416, Watertown, as a member of the Conservation Commission for a term to expire January 31, 2027.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Rachael Ryan: I move to reappoint Thomas Walsh, 88 Longview Avenue, Watertown as a constable for a term to expire January 31, 2026.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Rachael Ryan: I move to reappoint Theodore Migliarese, 160 Warwick Road., Watertown as a regular member of the Economic Development Commission for a term to expire January 31, 2029.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Rachael Ryan: I move to reappoint Stephen R. Miske, 78 Cannon Ridge Drive, Watertown as a member of the Economic Development Commission for a term to expire January 31, 2029.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Robert Desena: I move to reappoint Margaret A. Germain, 255 Morris Townline Rd, Watertown as a member of the Park and Recreation Commission for a term to expire January 31, 2027.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Robert Desena: I move to reappoint Pat Rinaldi, 370 Kimberly Lane, Watertown as a member of the Park and Recreation Commission for a term to expire January 31, 2027.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Robert Desena: I move to reappoint Karim Belica, 59 Pepperidge Tree Rd, Watertown as a member of the Park and Recreation Commission for a term to expire January 31, 2027.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Robert Desena: I move to reappoint David M. Jannetty, 21 Deanna Court, Watertown, as a regular member of the Police Commission for a term to expire January 31, 2029.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Robert Desena: I move to reappoint Carmine J. Verno, 127 Smith Pond Road as an alternate Police Commission for a term to expire January 31, 2029.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Robert Desena: I move to reappoint Mark Guerrera, 265 Pondview Dr., Watertown as a member of the Public Buildings Committee for a term to expire January 31, 2027.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Robert Desena: I move to reappoint Lisa Retallick, 150 LedgeWood Rd., Watertown as a Watertown Representative on the Torrington Area Health District Board for a term to expire January 31, 2027.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Rachael Ryan: I move to reappoint Edward G. Wilk, 50 Ice House Rd., Watertown as a member of the Water & Sewer Authority for a term to expire January 31, 2027.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Rachael Ryan: I move to reappoint James Sugden, 199 Beach Avenue, Watertown as a member of the Water and Sewer Authority for a term to expire January 31, 2027.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Robert Desena: I move to reappoint Keith Franson, 364 Williamson Circle, Oakville as a member of the Water and Sewer Authority for a term to expire January 31, 2027.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Anthony DiBona: I move to reappoint Janelle M. Wilk, 50 Ice House Road as a member of the Watertown Housing Authority for a term to expire January 31, 2029.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Rachael Ryan: I move to reappoint Jeff Franson, 410 Plungis Road, Watertown as an alternate member of the Zoning Board of Appeals for a term to expire January 31, 2028.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Robert Desena: I move to reappoint James Proe, 656 Linkfield Road, Watertown as an alternate member of the Zoning Board of Appeals Alternates term to expire January 31, 2028.

Discussion: none.

Motion passed unanimously

- b. Consider a resolution authorizing the Town Manager to enter into and execute on behalf of the Town of Watertown a certain agreement between the Town and the State of Connecticut for design projects entitled “Master Municipal Agreement for Design Projects.”

AUTHORIZING RESOLUTION OF THE

Watertown Town Council

BE IT RESOLVED, that Mark A. Raimo, Town Manager is duly authorized to execute on behalf of the Town of Watertown a certain agreement for design projects between the State of Connecticut, Department of Transportation and the Town of Watertown entitled “Master Municipal Agreement for Design Projects.”

Adopted by the Watertown Town Council of the Town of Watertown on the 4th day of December, 2023.

*Lisa Dalton, Town Clerk
Watertown Town Council*

Motions: Ken Demirs seconded by Rachael Ryan: I move to approve the resolution authorizing the Town Manager to enter into and execute on behalf of the Town of Watertown a certain agreement between the Town and the State of Connecticut for the design projects entitled “Master Municipal Agreement for Design Projects”.

Mark Raimo, Town Manager gave a quick overview of the agreement between DOT and the Town of Watertown. The states choice to help us integrate and understand what the expectations are to move some of our projects moving forward. This standardizes our processes, sets our expectations and give us the ability to work with the state, there is no project associated with the signing of this. This has already been reviewed by our Public Works Director and the Town Attorney. Mr. Raimo answered questions received from correspondence.

Questions from council:

Anthony DiBona asked is this for all of the work that the town does to the roadways, regardless of whether we get grants by the state, this is our guideline for all types of work we are doing, not our state highways or just our roadways?

Mark Raimo answered if it was town funded, we would be obligated to follow our own procedures, this is when we are in cooperation with the state.

Anthony DiBona asked this is only in cooperation with the State of CT, only for roadways essentially?

Mark Raimo answered correct.

Motion passed unanimously

- c. Consider a resolution authorizing the Town Manager to enter into and execute on behalf of the Town of Watertown any and all documents necessary for the State of Connecticut Department of Energy and Environmental Protection grant in the amount of \$500,000 for the Marion A. Munson Memorial Park House Revitalization Project.

Motions: Ken Demirs seconded by Rachael Ryan: I move to approve the resolution authorizing the Town Manager to enter into and execute on behalf of the Town of Watertown any and all documents necessary for the State of Connecticut Department of Energy and Environmental Protection grant in the amount of \$500,000 for the Marion A. Munson Memorial Park House Revitalization Project.

Discussion: none.

Motion passed unanimously

- d. Consider an appropriation from the General fund in the amount of \$5,467.77 to the Police Overtime Account. Funds deposited into the General Fund from participation in the Organized Crime Drug Enforcement Task Force.

Motions: Robert Desena seconded by Ken Demirs: I move to authorize an appropriation from the General Fund in the amount of \$5,467.77 to the Police Overtime Account. Funds deposited into the General Fund from participation in the Organized Crime Drug Enforcement Task Force.

Discussion: none.

Motion passed unanimously

- e. Consider an appropriation in the amount of \$35,000 from the proceeds of the ARPA funds received for auto theft and crime suppression. Funds to be deposited into the Police Overtime Account.

Motions: Robert Desena seconded by Ken Demirs: I move to authorize an appropriation in the amount of \$35,000 from the proceeds of the ARPA funds received for auto theft and crime suppression. Funds to be deposited into the Police Overtime Account.

Questions from council:

Jonathan Ramsay asked are these funds for work already done or work we will do in the future?

Renee Dominguez, Deputy Police Chief answered we applied for a grant back in June and we were awarded the \$35,000. It is for crime suppression related to auto theft which we have seen an uptick around the state and it has to be used by June 30, 2024. With this grant we get the lump sum up front and then we can draw from that. We have to report quarterly on what we do and how we are using it. We get audited quarterly by The Ct Department of Emergency Services and Public Protection.

Rachael Ryan asked this is different than our ARPA funds that we receive where we had the task force.

Chair Mary Rosa answered this did not come to the town, it came to them.

Motion passed unanimously

- f. Consider a resolution authorizing an appropriation of \$3,719.78 for tax refunds.

RESOLUTION

WHEREAS, taxpayers have applied for Tax Refunds pursuant to Section 12-129, Refund of Excess Payments; and

WHEREAS, the Tax Collector recommended that the refunds be made in accordance with the provisions of Section 12-129; and

WHEREAS, in order to refund taxpayers who have been approved for their refunds, monies must be appropriated into the budget line items to expend the funds.

NOW THEREFORE BE IT RESOVED, that the Town Council appropriates \$3,719.78 to line item 010-50341-043-0102 from the General Fund for tax refunds.

Dated at Watertown, Connecticut this 4th day of December, 2023.

Mary Ann Rosa, Chairman
Watertown Town Council

Motions: Ken Demirs seconded by Rachael Ryan: I move to approve the resolution authorizing an appropriation from the General Fund in the amount of \$3,719.78 for tax refunds.

Discussion: none.

Motion passed unanimously

- g. Consider a resolution authorizing tax refunds.

RESOLUTION

WHEREAS, taxpayers have made applications for property tax refunds in accordance with C.G.S. Section 12-129 *Refunds of Excess Payment*:

WHEREAS, the Tax Collector recommends that the refunds be made in accordance with the provisions of Section 12-1298;

NOW THEREFORE BE IT RESOLVED, that the Town Council approves the attached listing of tax refunds.

Dated at Watertown, Connecticut this 4th day of December, 2023.

Mary Ann Rosa, Chair
Watertown Town Council

Motions: Ken Demirs seconded by Rachael Ryan: I move to approve the resolution authorizing tax refunds.

Discussion: none.

Motion passed unanimously

10. Public Participation

Catherine Dinsmore, 35 Reynolds asked if the council received the BOE quarterly reports and if they could be shared.

Chair Mary Ann Rosa answered I followed up with the Superintendent last week and she indicated to me the report was ready and she is going over it with the BOE last Monday night and then would forward us a copy. I then received a 14-page email that has reports from previous months but also updated. It is part of their minutes so you would be able to see it on their site.

Katherine Camara talked about the appointments to boards and commissions and the email address for residents to use and the procedure.

Chair Mary Ann Rosa answered I will receive an IPAD and the email receives a lot of state documents, vendor documents, marketing information, dozens daily so that when one resident sends something we have to weed through all of that to find it. I am looking to setting up a different way to be more efficient in getting to you and to please indicate on any email sent you would like it distributed and I will be sure that is done.

Katherine Camara asked about the procedure for filing complaints?

Chair Mary Ann Rosa answered I don't think you need a policy; they can certainly put it in writing to me as Chair and I will make sure it reaches the proper authority.

Katherine Camara asked what the reasoning behind changing public comment to public participation to the end of the meeting?

Chair Mary Ann Rosa answered it will stay at the end of the meeting for the town council to conduct the town's legal business.

Chair Mary Ann Rosa wished everyone well on the holidays and good health for the New Year.

11. Adjournment.

Motion: Ken Demirs seconded by Jonathan Ramsay: to adjourn the Regular Meeting at 7:42 p.m.

Motion passed unanimously

Respectfully submitted,

Mary Ann Rosa, Chair
Watertown Town Council

Approved: _____
Susan King, Clerk

Bill	Name	Address	City/State/Zip	Prop Loc/Vehicle Info.	Reason	Tax	Int	Fee	Refund
2022-03-0050778	ASIPI ARIANA N	61 HART ST	WATERTOWN, CT 06106	2006/19UUAJ66296A019242	Sec. 12-129 Refund of Excess Payments - ACCOUNT PRORATED	22.11	-	-	22.11
2022-03-0051889	BLUM JEFFREY C	201 WINDING BROOK	WATERTOWN, CT 06101	2011/4T1BF3EK7BU126687	Sec. 12-129 Refund of Excess Payments - ACCOUNT PRORATED	212.61	-	-	212.61
2022-03-0053320	CCAP AUTO LEASE LTD	1601 ELM ST	DALLAS, TX 75201	2020/1C4RJFAG8LC266937	Sec. 12-129 Refund of Excess Payments - ACCOUNT PRORATED	249.69	-	-	249.69
2019-03-0053544	CELLUPICA TONY M	805 CONGRESS AVE	WATERBURY, CT 06201	2010/2T1BU4EE9AC483777	Sec. 12-126 Tangible Personal Property Assessed in more than one	144.04	-	-	144.04
2020-03-0053388	CELLUPICA TONY M	805 CONGRESS AVE	WATERBURY, CT 06201	2010/2T1BU4EE9AC483777	Sec. 12-126 Tangible Personal Property Assessed in more than one	146.88	-	-	146.88
2021-04-0081588	HONDA LEASE TRUST	11675 GREAT OAKS W	ALPHARETTA, GA 30202	2020/2HGFC2F63LH565997	Sec. 12-129 Refund of Excess Payments - ACCOUNT PRORATED	132.34	-	-	132.34
2021-03-0063953	MUNI CHRISTOPHER A	67 HALL DR	CHESHIRE, CT 06411	2017/1G1BE5SM5H7185438	Sec. 12-126 Tangible Personal Property Assessed in more than one	353.81	-	-	353.81
2021-04-0083637	TOYOTA LEASE TRUST	20 COMMERCE WAY	WOBBURN, MA 01818	2018/2TZZZMCAXUC114549	Sec. 12-129 Refund of Excess Payments - ACCOUNT PRORATED	1,266.91	-	-	1,266.91
2022-03-0069965	TOYOTA LEASE TRUST	PO BOX 23590	NASHVILLE, TN 37212	2020/5VFSARCE61P055538	Sec. 12-129 Refund of Excess Payments - ACCOUNT PRORATED	564.80	-	-	564.80
2022-03-0069966	TOYOTA LEASE TRUST	PO BOX 23590	NASHVILLE, TN 37212	2021/3TYSKXSNZMTU04242	Sec. 12-129 Refund of Excess Payments - ACCOUNT PRORATED	68.78	-	-	68.78
2022-03-0069995	TOYOTA LEASE TRUST	PO BOX 23590	NASHVILLE, TN 37212	2020/3MVDMBDL51LM107731	Sec. 12-129 Refund of Excess Payments - ACCOUNT PRORATED	156.62	-	-	156.62
2022-03-0069996	TOYOTA LEASE TRUST	PO BOX 23590	NASHVILLE, TN 37212	2020/3MVDMBE6M4LM126925	Sec. 12-129 Refund of Excess Payments - ACCOUNT PRORATED	166.19	-	-	166.19
2022-03-0070000	TOYOTA LEASE TRUST	PO BOX 23590	NASHVILLE, TN 37212	2021/3MVDMBCL4MM311567	Sec. 12-129 Refund of Excess Payments - ACCOUNT PRORATED	219.20	-	-	219.20
TOTAL						3,703.98	-	-	3,703.98