

**Agenda**  
**Town Council Regular Meeting**  
**Wednesday, September 02, 2020 at 8:00 AM**  
**Via GoToMeeting Teleconference**

**You can join the meeting from your computer, tablet or smartphone.**

<https://global.gotomeeting.com/join/399357445>

**You can also dial in using your phone [+1 \(408\) 650-3123](tel:+14086503123) Access Code: 399-357-445**

1. Pledge
2. Visitors
3. Approval of Minutes – August 19, 2020
4. Appointments/Reappointments  
Ethelene DiBona (D) Senior Resources Advisory Committee
5. Clinton Human Services Advisory Board Updated By-Laws
6. Appropriation of Thirty-Five Million Dollars (\$35,000,000) to Refund Certain of the Town's Outstanding Bonds and Authorization of the Issuance of Refunding Bonds to Finance such Appropriations
7. Board of Education Administrators' Contract
8. Approval of Memorandum of Understanding creating a Non-Lapsing Account
9. Sidewalk Assessment Line Item Transfer
10. Chairman's Report
11. Town Manager's Report
12. Town Council Committee Liaison Reports
13. Executive Session Executive Session – Real Estate, pursuant to CGS 1-200 (6)(D)
14. Adjourn

## Mary Schettino

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**From:** noreply@civicplus.com  
**Sent:** Thursday, August 20, 2020 9:28 AM  
**To:** Mary Schettino  
**Subject:** Online Form Submittal: Application Form for Boards & Commissions

### Application Form for Boards & Commissions

Select the Board,  
Commission, or  
Committee applying for

Senior Resources Advisory Committee

#### Personal Information

|                       |                             |
|-----------------------|-----------------------------|
| First Name            | Ethelene                    |
| Last Name             | DiBona                      |
| Address1              | 10 Buell Court              |
| Address2              | <i>Field not completed.</i> |
| City                  | Clinton                     |
| State                 | CT                          |
| Zip                   | 06413                       |
| Home Phone Number     | 2039152084                  |
| Business Address      | Retired                     |
| Business Phone Number | 2039152084                  |
| Occupation            | Retired                     |
| Email Address         | ethdibona@gmail.com         |

#### Residency Information

|                                      |  |
|--------------------------------------|--|
| Length of Residency in<br>Clinton CT | 54 years                               |
| Are you a registered voter           | Yes                                    |
| Party Affiliation                    | Democrat                               |
| Education                            | Middlesex Community College. AS Degree |

## Organization Membership Information

Are you currently serving  
on other Boards,  
Commissions, or  
Committees?

No

If yes, which

*Field not completed.*

Have you served on a  
Board, Commission, or  
Committee before?

Yes

If yes, which

Board of Education. ZBA

Please list organization  
memberships and  
positions held

Chamber of Commerce, DTC

Please List Areas of  
Special Interest

*Field not completed.*

Please list any experience  
you might have that  
would be of relevant  
interest in the decision  
making progress.

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Email not displaying correctly? [View it in your browser.](#)

**SUGGESTED MOTION:**

The Town Council of the Town of Clinton hereby ratifies updated by-laws for the Clinton Human Services Advisory Board, as recommended by the Human Services Advisory Board.

## CLINTON HUMAN SERVICES ADVISORY BOARD

### PREAMBLE:

Clinton Human Services Department (the "Department") is a non-profit, independent, non-coercive, public agency established to advise and provide information and referral services, crisis intervention services, social and treatment services, community education, positive supporting programs and youth development activities. Pursuant to the Clinton Town Charter December 12, 2012, Clinton Human Services is composed of **Youth and Family Services and Social Services**. In an effort to meet the changing needs of Clinton, the Department coordinates and provides a wide variety of programs that serve children, youth, families, adults, persons with disabilities and the elderly.

Clinton Human Services shall have the powers and duties prescribed in Connecticut General Statutes, Section 10-19m as amended, and is constituted by ordinance of the Town of Clinton.

Pursuant to Connecticut General Statutes Section 10-19 as amended, minimum standards and criteria for a Youth Service Bureau to qualify for state cost sharing grants must be met. As such, Clinton Human Services must have an advisory board which shall advise and make recommendations on overall policy and program direction.

### BY-LAWS

#### ARTICLE I. Name of the Board:

The name of the advisory board shall be Clinton Human Services Advisory Board ("HSAB").

**ARTICLE II. Membership:** The composition of the Board shall meet the requirements set forth in the Connecticut General Statutes Section 10-19m as amended and the Clinton Town Charter November 19, 2019 as amended.

- A. There shall be two classes of membership: elector and liaisons. Electors shall live in the Town of Clinton and have voting privileges, and in all cases, be appointed by the Town Council. Liaisons may or may not live in the Town of Clinton, will not have any voting privileges, and in all cases, will be appointed by HSAB.
- B. The HSAB shall consist of seven (7) bona fide resident elector members, all appointed by the Town Council with non-binding input from HSAB, to serve overlapping terms, and one (1) resident liaison youth member. The members of the HSAB shall have the powers set forth in the 1991 Town ordinance, as amended, that created the Youth and Family

Service Bureau, in addition to providing the services set forth in the Connecticut General Statutes, as amended.

- C. Three-year Terms: All regular members shall be appointed to not more than two (2) consecutive three-year terms. If a member is appointed to fill a vacancy mid-term, said member may upon completion of such partial term, be appointed to serve up to additional two (2) full, consecutive three-year terms.
- D. Effort shall be made to comprise the Human Services Advisory Board in accordance with the State Department of Children and Families guidelines and Section 10-19m-2 of the Connecticut State Statutes as amended, which set forth the following minimum standards: one member under 21 years of age at the time of appointment, one member who is a representative of the school system, one member who is a representative of the police department, and one member who is a representative of a private youth servicing agency. The youth and police representatives may be liaison, non-voting members of the Board if such representatives are not electors in the town. At least one-third of the total membership shall be individuals who are interested in youth services and receive less than fifty percent of their income by delivering services to youth.
- E. Board members shall serve without compensation.

#### **ARTICLE III. Officers:**

HSAB shall elect from its members, at its annual meeting, or not later than the first meeting after the annual meeting, a chairperson and a secretary, who each shall serve for a term of one (1) year or until their successors are duly elected and qualified. If an office becomes vacant during the year, HSAB may elect a successor for the unexpired term.

#### **ARTICLE IV. Duties of Officers:**

- A. Chairperson: It shall be the duty of the Chairperson to preside at all meetings of the Board and the membership. Subject to the control and direction of the Board, the Chairperson shall have general direction of the affairs of the Board and shall be an ex-officio member of all Board committees.
- B. Secretary:
  - 1. When the office of Chairperson is vacant, or in the absence or disability of the Chairperson, the Secretary shall perform the duties of the Chairperson.
  - 2. In the absence of a Town of Clinton Staff liaison, shall keep minutes of all meetings and perform such other acts and duties as are usually performed by a Secretary. Minutes must be filed with the Town Clerk within seven (7) business days of the meeting.

- C. Staff Assistance/Clerical Help: Provided the Town Council has made arrangements for a staff liaison and/or clerical assistance, a staff liaison/clerical assistant shall assist HSAB by:
  - 1. Attending all meetings.
  - 2. Preparing agendas in conjunction with the Chairperson.
  - 3. Acting as a recording secretary and ensuring that motions and minutes reflect the intent of HSAB.
  - 4. Keeping and submitting minutes of regular and special meetings in accordance with Section 9-1 of Clinton Town Charter November 19, 2019 as amended.
- D. When the Chairperson and the Secretary are unable to act, a chairperson pro-tem may be elected to the Board.

**ARTICLE V. Meetings**

- A. Quorum: A Quorum shall consist of not less than four (4) members and the majority vote of those present shall be decisive in all matters, within the constraints of Town Ordinance.
- B. Regular Meetings: The Board shall hold regular meetings at least eleven (11) times per year. Any member who does not attend at least two-thirds (2/3) of regularly scheduled meetings in a fiscal year shall be considered removed, their seat forfeited, and their place on the Board shall be considered vacant. It shall be the duty of the Chairperson to give prompt written notice of such vacancy to the Town Council. Such vacancy shall be filled pursuant to Sections 9-4 and 3-2 of the Clinton Town Charter.
- C. Annual Meeting: There shall be an annual meeting of the Board to be held in June of every year. The primary agenda of each annual meeting shall include filling of Board vacancies, election of Board officers and setting a 13-month calendar.
- D. Special Meetings: Special Board meetings may be called by the Chairperson or upon written request of one (1) or more members. In the request, the purpose of the meeting shall be stated, and shall be included in the call issued by the Chairperson.

**ARTICLE VI. Responsibilities of Members:** Within the limitations of Clinton Town Charter November 19, 2019 as amended, all resident elector members shall have the following powers and duties in addition to providing the services described in Connecticut General Statutes Section 10-19 as amended:

- A. Understand Clinton Human Services mission, programs, policies and services;
- B. Assess local social services needs and develop a plan of care and service for Clinton's children, youth, families, adults, persons with disabilities and the elderly;
- C. Provide ongoing oversight and recommendations for the improvement of the development of children, youth, families, adults, persons with disabilities and the elderly in Clinton;

- D. Determine policies which promote the carrying out of the Department's mission;
- E. Participate as needed in special events and awareness campaigns;
- F. Communicate and promote the mission and programs of the Department to the community;
- G. Provide feedback as to the community's satisfaction with the Department's services;
- H. Advocate for policy at the local level; advocate, in concert with Town Council, at the state level for legislation and policy that impacts the Clinton community;
- I. Review agenda and supporting material prior to board and committee meetings and be prepared to provide any corrections, additions or input;
- J. Participate in annual planning for the Department and HSAB;
- K. Develop, approve, and submit an annual budget necessary to the Department's functioning;
- L. Report annually to the Town, either directly or through delegation of this task to the Human Services Director, the work of the Department, ongoing problems of youth and family life in Clinton, and the Department's plans and goals for the coming year;
- M. Develop and maintain Board By-Laws consistent with all applicable State Statutes and Town Ordinance;
- N. Recommend to the Town Council and Town Manager appropriate candidates for the position of Human Services Director;
- O. Provide input to the Town Council and Town Manager on the filling of Human Services Advisory Board vacancies.

**ARTICLE VII. Committees:**

- A. Standing Committees: The Board shall establish standing committees as deemed necessary to the Department's mission. In addition to standing committees, the Board may, from time to time, authorize or instruct the Chairperson to appoint such special committees as, in the Board's opinion, may be needed. The number of members, the duties and responsibilities of such special committees shall be determined by the Board. Upon completion of their assignments, such special committees shall be automatically discharged unless continued by action of the Board.
- B. Executive Committee: The Executive Committee shall be composed of the Chairperson, Secretary, and two (2) at-large members to be elected by the Board. The Executive Committee shall have the duty and authority to set the agenda for all Board meetings.
- C. Ad-Hoc Committees: The Board may, from time to time, authorize or instruct the Chairperson to appoint any ad-hoc committees as, in the Board's opinion, may be needed. The number of members, the duties and responsibilities of such ad-hoc committees shall be determined by the Board. Notice of such committee shall be promptly given to the Town Manager. Upon completion of their assignments, any such committees shall be automatically discharged unless continued by action of the Board.



**ARTICLE VIII. Amendments:**

These By-laws may be amended by a two-thirds vote of a quorum of the Board present at any legal meeting of the Board called for this purpose, provided a copy of the proposed amendment has been included in the call for the meeting and mailed to the members at least five (5) days prior to such meeting.

**ARTICLE IX. Rules of Order:**

The rules contained in Robert's Rules of Order Revised shall govern in all cases to which they are applicable, and not inconsistent with these By-laws or Regulation of the Town of Clinton or the State of Connecticut.

**TOWN OF CLINTON  
TOWN COUNCIL  
RESOLUTION**

RE: APPROPRIATION OF THIRTY-FIVE MILLION DOLLARS (\$35,000,000) TO REFUND CERTAIN OF THE TOWN'S OUTSTANDING BONDS AND AUTHORIZATION OF THE ISSUANCE OF REFUNDING BONDS TO FINANCE SUCH APPROPRIATION.

At a meeting of the Town Council held on \_\_\_\_\_, 2020, on a motion by Council Member \_\_\_\_\_ and seconded by Council Member \_\_\_\_\_, the following resolution was adopted:

**RESOLVED**, that the Town Council of the Town of Clinton pursuant to Section 7-370c of the Connecticut General Statutes hereby approves the following resolution:

(i) that the Town of Clinton (the "Town") appropriate THIRTY-FIVE MILLION DOLLARS (\$35,000,000) to fund the redemption and the payment, in whole or in part, as determined by the Town Manager and the Treasurer of the Town, of the outstanding principal, accrued interest and any call premium on all or any portion of any issue of the Town's General Obligation Bonds including, but not limited to, the Town's General Obligation Refunding Bonds, Series B dated February 28, 2013, General Obligation Bonds, Issue of 2015 dated February 10, 2015, General Obligation Bonds, Issue of 2016 dated February 9, 2016, General Obligation Bonds, Issue of 2017 dated February 8, 2017 and General Obligation Bonds, Issue of 2018 dated February 7, 2018 (collectively the "Prior Bonds"), together with the costs of issuance including, but not limited to, any applicable consultants' fees, legal fees, trustee and escrow agent fees, investment fees, verification fees, credit enhancement fees, underwriters' fees, bond insurance premiums, net temporary interest and other financing or transactional costs, and other expenses related to the payment or redemption of such bonds for the purposes of refunding them; and

(ii) that the Town is hereby authorized to issue its refunding bonds, in an amount not to exceed THIRTY-FIVE MILLION DOLLARS (\$35,000,000) (the "Refunding Bonds"), to fund the appropriation authorized by section (i) of this resolution. The Refunding Bonds shall be issued pursuant to Section 7-370c of the Connecticut General Statutes, as amended, and any other provision of law thereto enabling. The Refunding Bonds shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town; and

(iii) that the Town Manager and the Treasurer shall sign the Refunding Bonds by either manual or facsimile signatures and that the law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the Refunding Bonds; and

(iv) that the Town Manager and the Treasurer are authorized to determine which of the Prior Bonds are to be redeemed and the amount, date, interest rates and interest mode, maturities, redemption provisions, form and other details of the Refunding Bonds; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the Refunding Bonds and escrow agent with respect to the refunding escrow or escrows to be funded with proceeds of the Refunding Bonds; to provide for the keeping of a record of the Refunding Bonds; to sell the Refunding Bonds at public or private sale; to deliver the Refunding Bonds; and to perform all other acts which are necessary or appropriate to issue the Refunding Bonds; and

(v) that the Town Manager and the Treasurer are authorized to call irrevocably for redemption such of the maturities of the Prior Bonds, as they shall determine to refund from the proceeds of the Refunding Bonds and other moneys as they may determine to make available for this purpose and to defease such Prior Bonds by executing and delivering an escrow agreement in such form and upon such terms as they shall approve, such approval to be conclusively evidenced by their execution thereof; and

(vi) that the Town Manager and the Treasurer are authorized to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the Refunding Bonds authorized by this resolution, including covenants to pay rebates of investment earnings to the United States in future years; and

(vii) that while it is anticipated that the Refunding Bonds will qualify as tax-exempt bonds, the Town Manager and the Treasurer are authorized, upon the advice of bond counsel, to issue all or any portion of the Refunding Bonds as bonds the interest on which is includable in the gross income of the owners thereof for federal income tax purposes, and it is hereby found and determined that the issuance of any such bonds is in the public interest; and

(viii) that the Town Manager is authorized to make representations and enter into written agreements for the benefit of holders of the Refunding Bonds to provide secondary market disclosure information, which agreements may include such terms as he deems advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such Refunding Bonds; and

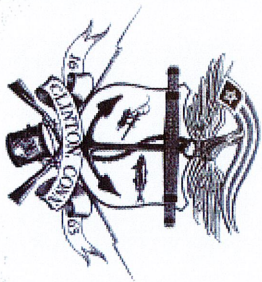
(ix) that the Town Manager, the Treasurer and the Director of Finance, or any one of them, are authorized to take all other action which is necessary or desirable to enable the Town to effectuate the refunding of all or a portion of the Prior Bonds and to issue Refunding Bonds authorized hereby for such purposes, including, but not limited to, the entrance into agreements on behalf of the Town with underwriters, trustees, escrow agents, bond insurers, and others to facilitate the issuance of the Refunding Bonds, the escrow of the proceeds thereof and investment earnings thereon and the payment of the Prior Bonds in whole or in part; and

(x) that the Town Manager is authorized, if he determines it is in the Town's best interest, to acquire, on behalf of the Town, bond insurance or other forms of credit enhancement guaranteeing the Refunding Bonds on such terms as the Town Manager determines to be appropriate, such terms to include, but not be limited to, those relating to fees, premiums and

other costs and expenses incurred in connection with such credit enhancement, the terms of payment of such expenses and costs and such other undertakings as the issuer of the credit enhancement shall require; and the Town Manager, if he determines that it is appropriate, is authorized, on the Town's behalf, to grant security to the issuer of the credit enhancement to secure the Town's obligations arising under the credit enhancement, including the establishment of a reserve from the proceeds of the Refunding Bond; and

(xi) that the Town Manager and the Treasurer are authorized in connection with the issuance and carrying of the Refunding Bonds to execute and deliver on behalf of the Town such reimbursement agreements, remarketing agreements, interest rate swap agreements, standby bond purchase agreements, and any other appropriate agreements the Town Manager and the Treasurer deem necessary, appropriate or desirable to place the obligation of the Town on such interest rate or cash flow basis as the Town Manager and the Treasurer shall determine and the Town Manager and the Treasurer are authorized on behalf of the Town to determine the terms and conditions and to secure the payment of such agreements with the full faith and credit of the Town, if they deem it necessary, appropriate or desirable.





# Town of Clinton

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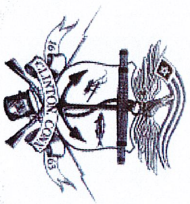
## Refunding Update

### Town Council Meeting

September 2, 2020

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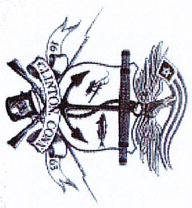
# Town of Clinton

## Proposed Refunding Issue

### Refund Prior Bonds - \$21,945,000

- 2013 Refunding – Road improvements and various capital projects bonds from 2009 issue
- 2015 New Money – New Morgan HS
- 2016 New Money – 2015 Infrastructure Projects & New Morgan HS
- 2017 – New Morgan HS
- 2018 – Fire Department breathing apparatus, 2015 & 2017 Infrastructure Projects
  - 2015 Issue - Current (w/in 90 days of 1<sup>st</sup> call date of 2/1/2021 ) and 2013, 2016, 2017 & 2018 Issues - Advanced Ref (greater than 90 days of 1<sup>st</sup> call date of 8/1/2021, 2/1/2022, 2/1/2023 & 2/1/2023, respectively)





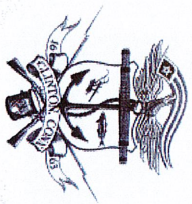
# Town of Clinton

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## Summary of Estimated Refunding Results

|   |              |
|---|--------------|
| ➤ New Par Amount:                         | \$22,720,000 |
| ➤ Refunded (Prior) Bonds:                 | \$21,945,000 |
| ➤ Estimated Capitalized Cost of Issuance: | \$182,071    |
| ➤ True Interest Cost (Effective rate):    | 1.832%       |
| ➤ All-In TIC:                             | 1.877%       |
| ➤ Cash Flow Savings (net):                | \$1,536,831  |
| ➤ Net Present Value (NPV) Savings:        | \$1,479,741  |
| ➤ Percent NPV savings (prior bonds):      | 6.743%       |



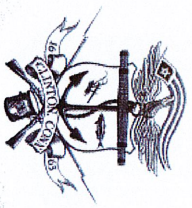


# Town of Clinton

## Refunding Debt Impact

| Fiscal Year | Existing<br>Debt Service | Cash Flow<br>Savings | Estimated<br>Debt Service |
|-------------|--------------------------|----------------------|---------------------------|
| 6/30/2021   | \$ 4,979,783.10          | \$ (54,727.25)       | \$ 4,925,055.85           |
| 6/30/2022   | 5,062,868.80             | (103,862.52)         | 4,959,006.28              |
| 6/30/2023   | 5,315,693.80             | (465,937.52)         | 4,849,756.28              |
| 6/30/2024   | 5,392,943.78             | (502,837.52)         | 4,890,106.26              |
| 6/30/2025   | 4,624,268.78             | (102,278.52)         | 4,521,990.26              |
| 6/30/2026   | 4,525,806.28             | (104,442.02)         | 4,421,364.26              |
| 6/30/2027   | 4,459,943.76             | (16,763.76)          | 4,443,180.00              |
| 6/30/2028   | 4,384,337.51             | (17,192.26)          | 4,367,145.25              |
| 6/30/2029   | 4,288,418.76             | (15,289.26)          | 4,273,129.50              |
| 6/30/2030   | 4,194,012.50             | (18,137.00)          | 4,175,875.50              |
| 6/30/2031   | 4,107,537.50             | (16,545.00)          | 4,090,992.50              |
| 6/30/2032   | 3,752,587.50             | (17,448.00)          | 3,735,139.50              |
| 6/30/2033   | 3,701,812.50             | (15,823.00)          | 3,685,989.50              |
| 6/30/2034   | 3,274,762.50             | (14,125.00)          | 3,260,637.50              |
| 6/30/2035   | 2,748,312.50             | (18,289.00)          | 2,730,023.50              |
| 6/30/2036   | 2,372,425.00             | (16,860.50)          | 2,355,564.50              |
| 6/30/2037   | 1,435,312.50             | (19,344.00)          | 1,415,968.50              |
| 6/30/2038   | 542,818.76               | (16,929.00)          | 525,889.76                |
| 6/30/2039   | 350,075.00               |                      | 350,075.00                |
| 6/30/2040   | 342,537.50               |                      | 342,537.50                |
|             | \$ 69,856,258.33         | \$ (1,536,831.13)    | \$ 68,319,427.20          |





# Town of Clinton

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Disclosure: Hilltop Securities Inc. is providing the information contained in this document for discussion purposes as municipal advisor to the Town of Clinton. Future interest rates are dependent upon many factors such as, but not limited to, interest rate trends, tax rates, supply, changes in laws, rules and regulations, as well as changes in credit quality and rating agency considerations. The effect of such changes in such assumptions may be material and could affect the projected results. These results should be viewed with these potential changes in mind as well as the understanding that there may be interruptions in the market or no market may exist at all.

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**SUGGESTED MOTION:**

The Clinton Town Council hereby votes to not reject the union agreement reached between the Clinton Board of Education and the Clinton Administrators' Association as voted on by the Board of Education on August 27, 2020.

**Clinton Administrators' Association**  
**July 1, 2021 – June 30, 2022**  
**Summary of Changes**

**Article XIV, Section DURATION**

The term of this Agreement shall be effective from July 1, 2018 2021 to June 30, 2018 2022.

**Article XV, SALARY, Section A. Base Salary**

**a. Section 1 – Salary Schedules – Cash Component**

Increase Salary for 2021-2022

2021-22: 1.25% GWI, plus 0.25% step for a total 1.50%

**Article VII, Section PROFESSIONAL DUES AND AGENCY FEES**

**B. ASSOCIATION DUES**

1. Upon the submission of a voluntary written authorization signed by an administrator, the Board agrees to deduct from the administrator an amount equal to the Association membership dues, by means of equal payroll deductions.
2. Within thirty (30) days after employment or the execution of this Agreement, whichever is later, all members of the bargaining unit shall have the opportunity to join the Association by the submission of a voluntary written authorization permitting the deduction of union dues signed by the administrator, if one is not already on file. Members must submit in writing to the Board and Association their desire to end their membership to the Association.
3. The amount of Association membership dues shall be certified by the Association to the Board of Education prior to the opening of school each year.
4. Those administrators whose employment commences after the start of the school year shall pay a pro-rated amount equal to the percentage of the remaining school year upon submission of an appropriate written voluntary authorization for salary deduction.
5. The Board of Education agrees to forward to the Association each pay period a check for the amount of money deducted during that month. The Board shall include with such a check a list of administrators for whom such deductions were made.
6. As a condition of the effectiveness of this Article, the Association agrees to indemnify and save the Board harmless against any and all claims demands, costs, suits or other forms of liability and all court or administrative agency costs that may arise out of, or by reason of, action taken by the Board for the purpose of complying with the Article.

**Article II, Section A.2b. Section INSURANCE COVERAGE**

A.2b.

The Administrators shall pay the following portions of the cost for an eligible employee and eligible dependents for enrollments in this health insurance coverage option.

2021-22          21.5%

## MEMORANDUM OF UNDERSTANDING

\_\_\_\_\_, 2020

This Memorandum of Understanding ("MOU") is between the Clinton Town Council (hereinafter "Town Council") and the Clinton Board of Education (hereinafter the "BOE" or "Clinton BOE") and pertains to a non-lapsing account established by the Clinton Town Council pursuant to Connecticut General statute 10-248a.

WHEREAS, State statute provides for the ability to carryforward unspent education funds up to two (2%) percent of a town's appropriation for education in a non-lapsing account; and

WHEREAS, the Clinton Town Council is willing to create such an account for selected approved expenditures; and

WHEREAS, the Clinton Town Council wishes to insure that such funds in the non-lapsing account provide a benefit to local taxpayers.

NOW THEREFORE, to responsibly utilize unspent monies appropriated for education, the Clinton BOE and Clinton Town Council agree to the following:

1. Pursuant to Conn. Gen. Stat. Sec. 10-248a, the Clinton Town Council establishes and authorizes the deposit into a "non-lapsing account" unexpended BOE funds from FY 20 in an amount not to exceed two (2) percent of the FY 20 appropriated budgeted amount (hereinafter "Non-Lapsing Account") estimated at \$672,290. The funds appropriated for education comprise the Education Operating Budget of \$33,200,391 and Education Capital of \$414,126 for a total appropriation in FY20 of \$33,614,517.
2. The Non-Lapsing Account shall only be used to fund either unplanned and unanticipated special education costs in excess of budgeted amounts or capital expenses.
3. The BOE agrees that it will not use any Non-Lapsing Account funds for new programs or initiatives that are not outlined and/or identified in the approved budget.
4. The BOE understands and agrees that before any funds can be expended from said Non-Lapsing Account that a majority vote of the Town Council must authorize such expenditure. The BOE and Superintendent of Clinton Public Schools shall present a request to the Town Council requesting use of funds from the Non-Lapsing Account. Said presentation shall describe the request for funds, amount requested, and an explanation why funding does not exist within the Operating or Capital budgets of the BOE.

5. The BOE agrees and understands that, at its discretion, the Town Council may audit, or the Town Council may direct the Town Independent Auditor to audit, the Non-Lapsing Account to determine whether the Non-Lapsing Account funds were properly expended. The Town Council may by majority vote determine whether cost of this audit is paid for by funds in the Non-Lapsing Account.
6. It is understood that this MOU becomes effective only after the Town Council and BOE adopt this MOU through a resolution and upon the execution of this MOU.

**FOR THE CLINTON TOWN COUNCIL**

**FOR THE CLINTON BOARD OF  
EDUCATION**

\_\_\_\_\_

\_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_



**TOWN OF CLINTON  
TRANSFER OF FUNDS REQUEST FORM**

|                                |                     |
|--------------------------------|---------------------|
| <b>DATE OF REQUEST:</b>        | September 1, 2020   |
| <b>DEPARTMENT OF REQUEST:</b>  | Town Manager        |
| <b>FISCAL YEAR OF REQUEST:</b> | FY21                |
| <b>REASON FOR REQUEST:</b>     | Sidewalk Assessment |

| INCREASE ACCOUNT(S)                                 | DESCRIPTION         | AMOUNT     |
|---|---------------------|------------|
| NEW ACCOUNT (in Public Works Capital -604301-XXXXX) | FY21-Sidewalk Study | \$6,850.00 |
|   |                     |            |

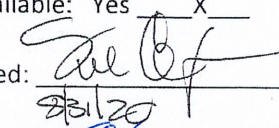
| DECREASE ACCOUNT(S)                  | DESCRIPTION       | AMOUNT      |
|--------------------------------------|-------------------|-------------|
| Other General Govt-Misc Expenditures | Misc Expenditures | (\$6850.00) |
|                                      |                   |             |

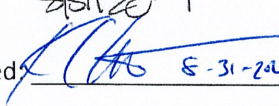
1) **Department Head Signature\*:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Comments:** \_\_\_\_\_

*\*when completed forward to Director of Finance for review*

2) **Director of Finance:** Funds are available: Yes ☒ X No ☐

Date Approved: 9-31-20  Denied: \_\_\_\_\_

3) **Town Manager:** Date Approved: 9-31-20  Denied: \_\_\_\_\_

4) **Town Council:** Date Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

5) **Finance Dept:** Date Transfer made: \_\_\_\_\_

## TOWN MANAGER'S REPORT

TO: Honorable Town Council Members

FROM: Karl F. Kilduff, Town Manager

DATE: September 2, 2020

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Please find my report concerning various items of interest to the Town Council and community.

### 1. Council Business:

- a) STEAP Grant: The STEAP Grant request to the State for \$128,205 (the maximum possible award) was submitted on August 28 for the "Clinton Business Improvement Initiative" which would primarily fund façade and site improvements to businesses in the Downtown area along Route 1 as a priority area, but also provide funds to any commercial property along the corridor as a second priority.
- b) Pleasant Valley Bridge Replacement: The Town issued a bid for the replacement of the Pleasant Valley Bridge. This project was included in a previously approved referendum to be financed partially by local bond proceeds and a 50/50 grant. Bid documents are being reviewed to make an award. The apparent low bidder is Old Colony Construction at \$1,186,057.85. The second and third lowest bidders were both slightly more than \$1,273,000.
- c) Stanton House Lease: At the last meeting, the Town Council renewed the Stanton House lease for 6 months for property that abuts the Pierson School. In its letter, the Stanton House Board was seeking a timeline to restore the property which include removing playground equipment, removing fencing, grading the site and re-planting grass. The majority of that work can be done by Public Works. However, the playground equipment does have a value to the Town and could be re-used at another location. The cost to remove the equipment and re-install it is over \$50,000. That cost would have to be budgeted for in FY21-22 budget. It is too early in the current fiscal year to see if the cost for that work could be found within existing appropriations. Future Council action will be required on this items.

### 2. Connecticut Conference of Municipalities:

- a) The CCM Legislative Committee did not meet in August.

### 3. River COG:

- a) The River COG held a special meeting on August 26, 2020. The highlights of that meeting were as follows:
  - Draft 2021 Transportation Improvement Program – The public comment period for the draft Transportation Improvement Program (TIP) is open now running from August 24 through October 9. A public hearing will be held on the TIP on September 16. The TIP can be found on the River COG website at: [www.rivercog.org/tip](http://www.rivercog.org/tip).



- Storm Recovery – The Eversource storm response was discussed with representatives of Eversource in attendance at the meeting. The frustration of many was voices as well as suggestions to improve storm responsiveness which we based on prior storm successes. The COG was going to submit testimony on behalf of the region to both PURA and Committee hearings into recent storm response.
- Regional Services Grant – the Regional Services Grant is one of the major sources of funds for the COG and it provided by the State. The grant given to the COG this year came with strings attached. OPM wants to see the COHG deliver plans which would consolidate the Public Safety Answering Points (PSAPs) and regional tax assessment. Any plans would not be implementable based on a number of hurdles that the State needs to help clear.

#### **4. Miscellaneous:**

- a) Town Engineer RFP: I previously reported that I was in the process of preparing specifications prior to issue a Request for Proposals for Town Engineering services. At present, these services are provided by DTC who help support Public Works and Land Use. The RFP has been completed and will be advertised. Proposals are due back before the end of September.
- b) Clinton Crossing Signage: I am sure Council members may have been asked for an update on the signage for Clinton Crossing. The Outlet planned on replacing all of its signage. With the exception of one sign, the size of the signage was like-for-like which would have made for a quick replacement approval. The pylon sign at the highway was proposed to be larger than the existing sign which exceeded current zoning regulations. The Outlet made a decision to reduce the size of the pylon sign to confirm with existing regulations. The replacement project is now back on track. New signage which was reviewed by Design Review are in production and according to the Outlet staff, the project is due to be complete by the end of October.