

Town of Clinton  
54 East Main Street  
Clinton, Connecticut 06413

**Town Council Regular Meeting Minutes  
Wednesday, August 07, 2024  
Town Hall Green Room**

In Attendance: Chairman Carrie Allen, Chris Passante, Michael Shove, Brian Roccapiore, Hank Teskey, Chris Aniskovich and Dennis Donovan

Also participated: Michelle Benivegna, Town Manager

C. Allen called the meeting to order at 8:00 AM. Dennis Donovan led the council in the pledge of allegiance.

**VISITORS**

Matt Granfield introduced himself to the council. M. Granfield recently submitted an application requesting to be appointed to the Sustainability Committee. His appointment request will be on the next council agenda.

**APPROVAL OF MINUTES – JULY 17, 2024**

M. Shove made a motion, seconded by H. Teskey to approve the minutes from July 17, 2024. The motion was unanimously approved with one abstention from B. Roccapiore.

**APPOINTMENTS/REAPPOINTMENTS**

D. Donovan made a motion, seconded by H. Teskey to appoint Phil Sengle (D) to the Board of Ethics for a term until June 30, 2026. The motion was unanimously approved.

M. Shove made a motion, seconded by B. Roccapiore to appoint Ian Coyne (D) to the Human Services Advisory Board for a term until June 30, 2026. The motion was unanimously approved.

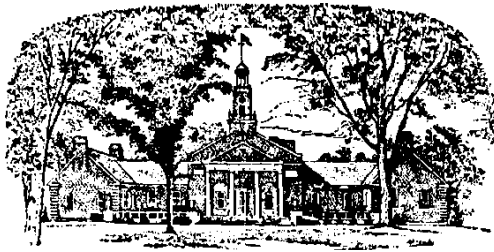
B. Roccapiore made a motion, seconded by D. Donovan to appoint Concetta Warner (U) to the Human Services Advisory Board for a term until June 30, 2026. The motion was unanimously approved.

**KATHY GREGA, HUMAN SERVICES DIRECTOR**

The council welcomed Kathy Grega as our new Director of Human Services. K. Grega spoke about her accomplishments and her first 13 days working for the town. Kathy also outlined some programming and her vision for the community.

**RADIO PROJECT UPDATE AND APPROPRIATION REQUEST**

Chief DeMaio provided an update to the council on the Radio Project. A copy of their report will be attached to the minutes. The existing funds earmarked for the project is \$515,000 in ARPA, \$2,254,000 in town funds, \$700,000 STEAP Grant and \$600,000 Police Grant. The committee is requesting an additional \$279,000 to complete the project. The additional funding would be a transfer from the 2023/24 operating budget. D. Donovan inquired about the remaining year end transfers. C. Aniskovich made a motion, seconded by H. Teskey to approve the Radio Project Update additional appropriation request of \$279,000 for a total project cost of \$4,148,000 which includes \$1,100,000 in grant funds, \$515,000 from ARPA and \$2,533,000 of town funds. The motion was unanimously approved.



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**ARPA REALLOCATION**

The council held a workshop last month and agreed on the following transfers for ARPA. C. Aniskovich made a motion, seconded by D. Donovan and unanimously approved the following ARPA reallocations.

TECH FOR COVID MITIGATION	25,000
HOUSING/UTIL ASSISTANC	30,000
SMALL BUSINESS ASSISTANCE	55,619
SERVICES LOCAL BUSINESSES	8,390
NONPROFIT ASSISTANCE	26,953
AFFORDABLE HOUSING	37,715
MCCUSKER GAZEBO-ROOF REPL	1,161
TOWN EV CHARGING STATION	94
SUMMER FREE LUNCH	5,000
	<u>189,932</u>

**TO**

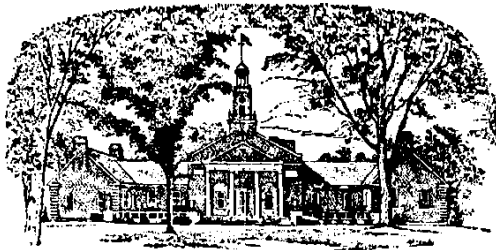
<b>ACCOUNT TITLE</b>	
HARBOR IMPROVEMENTS	100,000
PUBLIC WORKS - ROAD SURVEY	28,000
PUBLIC WORKS- MOWER ATTACHMENTS	27,000
INFORMATION TECHNOLOGY - IMPROVEMENTS	<u>34,932</u>
	189,932

**LINE ITEM TRANSFERS**

C. Aniskovich made a motion, seconded by D. Donovan to approve the following Emergency Communications line item transfer. The motion was unanimously approved.

<b>Increase</b>	AMOUNT
Transfer Out - CIP	\$279,000
<b>Decrease</b>	AMOUNT
Fringe Benefit - Empl Soc Sec	\$40,000
Fringe Benefit - Empl Pension	\$50,000
Fringe Benefit - Work Comp	\$24,000
Fringe Benefit - Health Ins	\$90,000
Gen Govt - Electricity	\$20,000
Gen Govt - Heat/Hot Water	\$35,000
Human Svs - Salaries FT	\$20,000

B. Roccapiore made a motion, seconded by C. Aniskovich to approve a line item transfer for the Fire Department to decrease Salaries by \$2,000, utilities by \$3,100 and increase other by \$2,600 and repairs and maintenance by \$2,500. The motion was unanimously approved.



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C. Aniskovich made a motion, seconded by C. Passante to approve the Pubic Works line item transfer request for WSAM building wash/sealing to decrease WSAM generator by \$19,509 and increase WSAM exterior wash/seal by \$19,509. The motion was unanimously approved.

#### **CHAIRMAN'S REPORT**

C. Allen reported on last week's Meet and Greet event at the Henry Carter Town Library.

#### **TOWN MANAGER'S REPORT**

M. Benivegna reported on the following topics.

- Employee photos were uploaded to the website.
- Benivegna attended the Chamber of Commerce breakfast and has visited 20 businesses.
- Benivegna spoke about her plans to educate business owners on zoning regulations.
- Each month a different department head will be on the agenda to provide updates to the council on their department.
- Benivegna participated in a planning meeting for the Circus being held this weekend at Clinton Crossing.
- The Clinton Summerfest and Fireworks is scheduled for August 24. \$10,000 has been distributed to the Chamber of Commerce. These funds were already allocated in the current budget.
- Town Beach House update – Park & Recreation decided not to proceed with the reconstruction of the bathhouse due to FEMA regulations. Park & Recreation will pursue other alternatives such as renovations that do not require costly construction as well as other beach projects. This decision will free up some ARPA funds. An ARPA workshop has been scheduled for August 21<sup>st</sup> at 6pm to discuss other projects in town that can use these funds.
- The town was awarded \$500,000 in federal funding for the design of Downtown Wastewater Collection System and Treatment Facility.

#### **COUNCIL DISCUSSION**

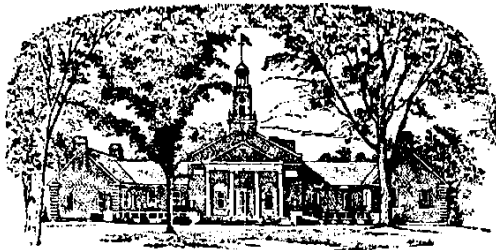
There was no discussion at this time.

#### **TOWN COUNCIL COMMITTEE LIAISON REPORTS**

C. Passante updated the council on the Park & Recreation projects.

#### **EXECUTIVE SESSION – Pursuant to CGS 1-200 (6) (E)**

C. Aniskovich made a motion, seconded by C. Passante to enter into executive session at 8:51 AM and invite M. Schettino and M. Benivegna. The motion was unanimously approved. The council came out of executive session at 9:03 AM.



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**PUBLIC WORKS CONTRACT**

C. Aniskovich made a motion, seconded by C. Passante to consider and act upon a resolution regarding the recommended ratification of a contract for the UPSEU Clinton Public Works Union for the 2024-2025 fiscal year budget. The motion was unanimously approved.

**ADJOURN**

C. Aniskovich made a motion, seconded by C. Passante and unanimously adjourned the meeting 9:05 AM.

Respectfully submitted,

Mary Schettino  
Executive Assistant  
Town Manager

# Radio Steering Committee

Report to Town Council August 7, 2024

- 1. History:** The Radio Steering Committee was formed in September of 2020 to address the issues, needs and responsibilities of replacing the Town's aging public safety radio system. It was determined that a formal committee was necessary to effectively address the many facets of this critical, large-scale project. The Committee was staffed as follows:
  - Town Manager (Chair)
  - Fire Chief – CVFD
  - Police Chief – CPD
  - EMD
  - DPW Director
  - ECC Lead Dispatcher
  - \*Finance Director (added 2024)
- 2. Purpose:** The Radio Steering Committee was charged with researching products, vendors and service providers as well as conducting pricing and cost-benefit analyses, setting project parameters and timelines, etc. Further, it was expected to provide the Town Council with sound and sufficient data to make an informed decision(s) on the appropriation of funds for the replacement/upgrade of the system.
  - To ensure the most efficient and effective outcomes, a subject matter expert with extensive experience in public safety radio systems operating here in Connecticut was hired to assist the committee and help navigate vendors, State agencies, FCC regulations, engineering requirements and system performance analyses.
- 3. Justification:** Radio communications are mission-critical to the delivery of both emergency and public safety services to the Town of Clinton. Radio communication remains the primary operating platform of all emergency service providers. Failure of radio systems to perform as designed could result in the catastrophic failure of service delivery and emergency operations platforms, exposing the first responders and those in need of their services to serious and life-threatening danger.
  - Exhaustive Vetting: Over the past four (4) years, the committee has vetted tower sites, equipment capabilities and requirements, coverage areas, State regulations, inter-operability and scalability capabilities, service providers, contracts, product warranties, pricing and design.
- 4. Need:** The radios currently utilized by all of Clinton's first responders, as well as the Department of Public Works have not been supported by the manufacturer since December 31<sup>st</sup> 2019.
  - Obsolete System: The current system is outdated and no longer supported, making it difficult for vendors to repair when parts fail. We have been forced to source parts from vendor inventory, eBay, and other unconventional means, often without guarantees or warranties. This leaves us vulnerable to catastrophic failure, potentially crippling emergency responder operations.

**5. Benefits to the Community:**

- **Operational Continuity:** Ensuring reliable communication for all emergency services: Police, Fire, EMS, DPW, and mutual aid partners is crucial for providing high-quality services to Clinton's citizens. Effective communication is essential for timely life-saving, public safety and property conservation efforts.
- **Community Members:** Many public servants are also town residents. A reliable communication system is vital for their safety and effectiveness.
- **Financial Management:** The financial impact has been supplemented with State and Federal grant monies to minimize the community burden while maintaining the system's capability and effectiveness.
- **Tower Sites:** Relocating two (2) tower sites to environments more aligned with community needs and mutual-aid. This will also reduce high monthly rental costs.

**6. Benefits of a Uniformly Sourced System:**

- **Single Vendor:** With a sole-sourced system, issues can be resolved by a single vendor, avoiding conflicts between multiple vendors that could potentially void warranties and delay problem resolution.
- **Brand Consistency:** Using native brand equipment ensures that all components are designed, tested, and proven to function collectively and reliably, reducing the risk of compatibility issues with use of non-native or combined systems.

**7. Funding:** The project is funded through various sources, greatly reducing the burden on the Clinton taxpayer. Currently, existing funds earmarked to the project are:

- ARPA: \$ 515,000.00
- CIP: \$2,254,000.00
- STEAP: \$ 700,000.00
- COPS: \$ 600,000.00

**TOTAL: \$4,069,000.00**

**8. Timeline:**

- December 2022 - Communications System and Service Agreement signed with Motorola.
- August 2023 – Completion of “*phase one*” of the project. The completed upgrade of the Town's Emergency Communications Center (Motorola consoles / NORCOM installation).
- August 19, 2024 – Deadline to execute contract with Motorola to receive incentive discount of six-hundred-thousand-dollars (\$600,000).
- Expected completion of the project is expected to be between twelve (12) and eighteen (18) months.
- The Radio Steering Committee will continue to oversee and manage all aspects of the project and provide regular updates to the Town Council on the projects status and achievement of milestones.