



**City of Groton, Connecticut**

**City Municipal Building  
295 Meridian Street  
Groton, CT 06340**

**Committee of the Whole  
Minutes**

**Council Chambers**

**Monday, August 22, 2022**

**6:00 PM**

**Mayor Keith Hedrick, Deputy Mayor Gweneviere Depot, Councilor Rashaad Carter, Councilor Lisa McCabe,  
Councilor Paul Norris, Councilor Christine Piazza and Councilor Stephen Sheffield  
City Clerk Edward Jacome**

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Mayor Keith Hedrick called the meeting to order at 6:01 p.m.

**I. ROLL CALL**

Present: Mayor Keith Hedrick, Deputy Mayor Gweneviere Depot, Councilor Lisa McCabe, Councilor Paul Norris, Councilor Christine Piazza, Councilor Stephen Sheffield, City Clerk Edward Jacome and Finance Director Ron Yuhas  
Excused: Councilor Rashaad Carter

**II. REFERRALS:**

**561 GROTON UTILITIES FINANCIALS**

**9/24/15**

Mayor Hedrick stated that the council will receive the end of year utility information with the July utility financials.

**655 DEPARTMENT PRESENTATIONS  
-NOV/MAY ELECTIONS**

**10/17/17**

**8/22/22**

Registrar of Voters Kristen Venditti and City Clerk Edward Jacome went over June Special Session, Public Act No. 21-2 in which as of January 1, 2022 required all municipal biennial elections in May to convert to November unless otherwise determined by the legislative body. If the city moved from May to November elections there would be cost savings from the prior separate election. It would be likely that there would need to be two ballots for the city as the town ballot is already double sided, which could cause some confusion. Due to only a handful of elections being in May and one hundred and sixty-nine elections in November the state focuses more on November elections.

Councilor Sheffield suggested that there be outreach by the city to the city political parties.

Councilor McCabe inquired if the city went with the November elections what would happen to the current term, and if there is a difference in voter turnout between November and May.

Ms. Venditti stated that the legislation extends the term of office to the designated election. There is a 2% increase in voter turnout in November elections compared to May elections.

Deputy Mayor Depot inquired on what the cost sharing would look like.

Ms. Venditti clarified that it might be best to get all key staff into a room to discuss those agreements.

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There was further discussions from the council in favor and opposed to changing the election month.

This item was informing only. No action was taken.

**-PLANNING AND ECONOMIC DEVELOPMENT TAGLINE SURVEY 8/22/22**

Economic Development Specialist Cierra Patrick discussed the taglines as part of the year two of the strategic communications plan.

This item was informing only. No action was taken.

**723 PLAN OF CONSERVATION AND DEVELOPMENT 10/16/18**  
**-COSTA PROPERTY 8/22/22**

Mayor Hedrick stated that they had received a letter from the attorney representing Nancy Costa looking to sell the property to the city. He clarified that this is solely for the purchase of the property. He stated bonding was performed for both the lower and upper properties, but does not include money for the house. There would be money in the Capital Reserve Fund if the council chooses to move in that direction.

Deputy Mayor Depot inquired if the purchase price is a set number and if any feedback can be received from former Costa Property Committee members.

Finance Director Yuhas stated that the number is set and the original purchase agreement was before the committee was formed and the direction the committee had been following is similar to the direction the city is going. Building and Zoning Official Joseph Summers commented there were only one pair of minutes found.

Mayor Hedrick stated the possible directions the property can go with either keeping the house and renovating, building a new structure(s) or removing the house for an estimated price of \$12,000.

Councilor Sheffield expressed concerns on removing property off the tax rolls and not finding some financial usage for the property.

Motion to move to Mayor and Council Meeting September 6, 2022 made by Councilor Norris, second by Deputy Mayor Depot.

Councilor Sheffield opposed. Motion carried. 4-1-0

**742 GROTON UTILITIES 2/21/19**  
**-AAIS 8/22/22**

Director of Utilities Ron Gaudet explained AAIS as the PCB removal firm that does the abatement.

Deputy Mayor Depot and Councilor Norris inquired about a final report and the level of contingency.

Director Gaudet and Certified Project Manager Joshua Rehrig stated once there is a report it will be forwarded to the council and that they are comfortable with the current level of contingency.

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Motion to move to Mayor and Council Meeting September 6, 2022 made by Councilor Norris, second by Councilor Piazza.  
All in favor. Motion carried.

**-KELTIC**

**8/22/22**

Director Gaudet explained Keltic as the painting company, which does the special coating and seal.

Motion to move to Mayor and Council Meeting September 6, 2022 made by Deputy Mayor Depot, second by Councilor Norris.  
All in favor. Motion carried.

**-CHARGEPOINT**

**8/22/22**

Certified Project Manager Joshua Rehrig explained that there will be two electric vehicle stations both with dual ports for a total of four chargers placed at the Municipal Building. The stations will be leased and the vendor will be out of Boston.

Motion to move to Mayor and Council Meeting September 6, 2022 made by Councilor Norris, second by Sheffield.  
All in favor. Motion carried.

**-S&C ELECTRIC**

**8/22/22**

Manager Rehrig explained that this is for the piece of switch gear that will allow the current distribution to supply to customers within Groton Utilities territory.

Deputy Mayor Depot asked why the resolution says to be paid from FY 23 Electric non-bonded capital while the backup information says 2016 Electric Bond Fund.

Director Gaudet clarified when the action items are submitted to the Director's Office they are likely to change going through the Finance Department. The correct funding is FY 23 Electric non-bonded capital.

Motion to move to Mayor and Council Meeting September 6, 2022 made by Councilor Norris, second by Deputy Mayor Depot.  
All in favor. Motion carried.

**-BURNS & MCDONNELL**

**8/22/22**

Manager Rehrig explained this is to complete the remainder of the transmission line and a construction manager for Buddington Substation.

Motion to move to Mayor and Council Meeting September 6, 2022 made by Councilor Norris, second by Deputy Mayor Depot.  
All in favor. Motion carried.

**-HOWARD INDUSTRIES**

**8/22/22**

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Manager Rehrig explained this is for the purchase of seventy-two transformers with the lead time of fifty-two weeks.

Motion to move to Mayor and Council Meeting September 6, 2022 made by Councilor Norris, second by Councilor Piazza.  
All in favor. Motion carried.

**-THREE PHASE CONSTRUCTION BUDDINGTON SUBSTATION 8/22/22**

Manager Rehrig stated that the construction at Buddington Substation is ready pending council approval.

Motion to move to Mayor and Council Meeting September 6, 2022 made by Councilor Norris, second by Deputy Mayor Depot.  
All in favor. Motion carried.

**-THREE PHASE CONSTRUCTION TRANSMISSION LINES 8/22/22**

Manager Rehrig stated this is also part of the Buddington substation project initially already passed this will include a new vendor who can complete the task.

Deputy Mayor Depot asked if the prior resolution needed to be rescinded.

Director Gaudet stated that it did not as funds were used for a previous vendor that was fired and replaced with a new vendor where the rest of the previous funds will go and savings will incur.

Manager Rehrig explained the scope of work and timeline.

Motion to move to Mayor and Council Meeting September 6, 2022 made by Councilor Norris, second by Councilor Piazza.  
All in favor. Motion carried.

**758 POLICE 7/22/19**

**-NUCLEAR SAFETY EMERGENCY PROGRAM GRANT 8/22/22**

Chief of Police Eric Jenkins stated that the funds from this grant would be used to purchase four cameras at all city entrances to be used in the event of emergencies. The remaining funds would go to the Emergency Operation Center room, which includes tables and cabinets.

Councilor Sheffield inquired if this grant needed to be reapplied to on a yearly bases.

Chief Jenkins clarified they can reapply every year

Motion to move to Mayor and Council Meeting September 6, 2022 made by Councilor Norris, second by Councilor Sheffield.  
All in favor. Motion carried.

**- PURCHASE ORDER TO TRITECH SOFTWARE SYSTEMS 8/22/22**

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Chief Jenkins explained that the Tritech Software Systems is where the City of Groton Police Department maintain all records and pertinent information. This is the reoccurring annual maintenance fee.

Motion to move to Mayor and Council Meeting September 6, 2022 made by Deputy Mayor Depot, second by Councilor Piazza.  
All in favor. Motion carried.

**794 PUBLIC WORKS 4/25/22**  
**-MUNICIPAL BUILDING IMPROVEMENTS 8/22/22**

Director of Public Works William Robarge explained the scope of work needed, which included replacements for all first floor windows, front lobby entrance way and the outside concrete entrance way with the possible addition of an ice melt system. Reaching out to four on call architect/engineering firms only one submitted a proposal. Lothrop Associates LLP quoted a price of \$98,200.00 for design engineering, construction documents, bid support and construction administration services.

Deputy Mayor Depot asked if the previous Director of Public Works got any previous quotes.

Director Robarge stated there were quotes from 2018.

Building and Zoning Official Joseph Summers stated that the architect will look at the approximate cost and how much funds should be budgeted. He stated himself and both Finance Director Ron Yuhas and Public Works Director William Robarge agreed that this project should be one design firm and one contractor based on overlapping work.

Finance Director Ron Yuhas stated this project would be a prevailing wage job based on being over a \$100,000 improvement. He also clarified that this would be one formal bid package.

Motion to move to Mayor and Council Meeting September 6, 2022 made by Councilor Norris, second by Councilor Piazza.  
All in favor. Motion carried.

**III. ADJOURNMENT**

Motion made to adjourn by Councilor MaCabe, second by Councilor Piazza.  
All in favor. Motion carried.

Mayor Keith Hedrick adjourned the meeting at 8:39 p.m.