



# REPRESENTATIVE TOWN MEETING

NOVEMBER 30, 2015

**VOTE:** The nominated members of the SLMC were approved by unanimous voice vote.

The meeting recessed at 8:15 so that the SLMC members could meet and elect leadership. Moderator Iacono reconvened the meeting at 8:31 PM. Ray Neuberger reported that the SLMC members elected Michael Herley as Chair, Julie Gottlieb as Vice Chair and Ray Neuberger as Secretary. The Moderator then asked the various committees to convene in different parts of the room to choose the leadership for each committee.

**ITEM NO. 4 ON CALL:** APPROVAL OF THE 2016 MEETING CALENDAR

Tom McCarthy, District 7, moved this item as distributed with the call, duly seconded.

**VOTE:** The 2016 RTM Meeting Calendar was approved unanimously as follows:

January 25	April 5,6,7 and 25	July 25	October 24
February 29	May 2 & 23	August 29	November 28
March 28	June 27	September 26	December 19

**ITEM NO. 5 ON CALL:** TO HEAR, CONSIDER AND ACT UPON THE FOLLOWING RESOLUTION AS RECOMMENDED BY THE BOARD OF EDUCATION: "RESOLVED, THAT THE FOLLOWING CHANGES TO ARTICLE XVII PENSION PROGRAM OF THE TOWN OF FAIRFIELD PENSION PLAN PROVISIONS IN THE FAIRFIELD EDUCATIONAL PARAPROFESSIONALS LABOR AGREEMENT NEGOTIATED BY AND BETWEEN THE TOWN OF FAIRFIELD AND FAIRFIELD BOARD OF EDUCATION/FAIRFIELD EDUCATION PARAPROFESSIONALS BE, AND HEREBY IS, APPROVED: ALL EMPLOYEES HIRED AFTER THE SIGNATURE DATE OF THIS AGREEMENT SHALL PARTICIPATE IN A 401(A) TYPE PENSION PLAN WITH NO ELIGIBILITY OR VESTING RIGHTS IN THE TOWN'S EXISTING PENSION SYSTEM. THE EMPLOYEE SHALL BE REQUIRED TO CONTRIBUTE AT LEAST FOUR PERCENT (4%) OF BASE SALARY TO THE PLAN AND MAY CONTRIBUTE UP TO THE MAXIMUM ALLOWED BY LAW. THE TOWN SHALL MATCH THE EMPLOYEE'S CONTRIBUTION UP TO A MAXIMUM OF FOUR PERCENT (4%) OF BASE SALARY. THE TOWN'S CONTRIBUTION SHALL NOT VEST UNTIL THE EMPLOYEE HAS BEEN CONTINUOUSLY EMPLOYED FOR FIVE YEARS."

Heather Dean, District 3 moved this item as distributed with the Call, duly seconded.

Ann Leffert, BOE Human Resources Director noted that this was the 5<sup>th</sup> time that she was presenting this language about pension plans to the RTM. Mrs. Leffert stated that the RTM would be voting on the language describing pension benefits, not the contract. There are currently 231 members in the paraprofessional unit. While there a number of said members who have been employed by the schools for a long time, on average 15 to 20% of this unit's members change jobs within a year. Mrs. Leffert said this change in pension benefits would save the BOE 3.5% in pension costs for this unit.

**VOTE:** The resolution approving changes to Article XVII Pension Program of the Town of Fairfield Pension Program was approved by unanimous voice vote.

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**ITEM NO. 6 ON CALL:** TO CONSIDER AND ACT UPON THE MINUTES OF THE REGULAR MONTHLY MEETING HELD ON OCTOBER 26, 2015.

Heather Dean, District 3 moved this item as distributed with the Call, duly seconded.

**VOTE:** The resolution to approve the October 26, 2015 minutes were approved with 26 in favor and 13 abstentions (Perham, Orriss, Pires, M. Ambrose, Gale, Lee, McDermott, Georgiadis, Vergara, Wackerman, Gale, Solomon, Fattibene).

**ITEM NO. 7 ON CALL:** TO HEAR, CONSIDER AND ACT UPON THE FOLLOWING RESOLUTION AS RECOMMENDED BY THE BOARD OF SELECTMEN: “RESOLVED, THAT A SYSTEM SITE LEASE BETWEEN THE TOWN OF FAIRFIELD AND CEFIA HOLDINGS, LLC FOR THE PURPOSE OF ERECTING A PHOTOVOLTAIC ELECTRIC GENERATION SYSTEM ON THE ROOF OF JENNINGS FIREHOUSE AT 600 JENNINGS RD FOR THE SOLE BENEFIT OF THE JENNINGS FIREHOUSE, THE TERM OF THE AGREEMENT BEING TWENTY YEARS, BE AND HEREBY IS, APPROVED.”

Josh Garskof, District 5 moved this item be combined with items numbered 8,9,10 and 11, duly seconded. The Moderator asked if there was a motion to waive the reading of items 8, 9, 10 and 11. Josh Garskof, District 5 moved that the reading of these items be waived, duly seconded.

**VOTE:** The motions to combine items 7 through 11 and to waive the readings of items 8 through 11 were approved with 38 in favor and one opposed (McCullough).

Joe Michelangelo DPW Director said that the UI and CL&P are required to buy 20% of the power they supply to their customers from renewable energy “zrect” programs. UI and CL&P are not allowed to produce this quantity of energy themselves.

The Town has been able to save money in utility costs by selling “zrect” credits to UI and then receive a 30% credit as well as a Federal tax rebate for using “green” energy sources. Mr. Michelangelo stated that the Town has a further benefit in not having a capital outlay for these solar panels for 20 years while being able to buy clean renewable energy at reduced costs for that time period.

Ed Boman, Asst. DPW Director explained UI has the sole responsibility to approve the solar generation vendors. All of these vendors are required to have proven track records in the production of clean renewable energy and maintenance of their installations throughout the country and internationally. The 2 vendors have the most experience in the New England market and have guaranteed their rates for 20 years.

Mr. Boman explained that the vendors own the installations and must maintain them. The Town must have the roofs of these properties inspected to see if they are strong enough to hold such an installation. However the vendors have been paying to fix any roof that is not sufficiently strong enough, which is a benefit to the Town. Mr. Boman stated that in the unlikely case that a vendor would go bankrupt the Town would be able to bring in a new vendor or be able to buy the operation and run it.

He explained that at the end of the twenty year lease the Town has the option to renew the lease with the original vendor, get a new vendor or have the installation removed. Mr. Boman stated that these installations will produce a savings of 425 thousand kw per year at a cost savings of \$28,000 annually.

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Mr. Michelangelo advised the RTM that it is only being asked to approve the leases on these projects.

Peter Ambrose, District 1 asked if the Town Attorney had reviewed the leases and if he was satisfied that all existing warranties on the roofs would not be in jeopardy because of these installations. Town Attorney Stanton Lesser advised that he had reviewed all the leases and found them satisfactory.

**VOTE: ITEMS 7, 8, 9, 10 & 11** The resolutions approving the system site lease agreements between the Town of Fairfield and CEFIA Holdings LLC for the purposes of erecting photovoltaic electric generation systems on the roofs of the Jennings Firehouse, the Transfer Station at 530 Richard White Way, the Fairfield Woods Library at 1147 Fairfield Woods Road, the Smith Richardson Maintenance Building at 385 Hoydens Lane, and Riverfield School at 1625 Mill Plain Rd approved with 38 in favor and one abstention (Farnen).

**ITEM NO. 8 ON CALL:**

TO HEAR, CONSIDER AND ACT UPON THE FOLLOWING RESOLUTION AS RECOMMENDED BY THE BOARD OF SELECTMEN:“RESOLVED, THAT A SYSTEM SITE LEASE AGREEMENT BETWEEN THE TOWN OF FAIRFIELD AND CEFIA HOLDINGS, LLC FOR THE PURPOSE OF ERECTING A PHOTOVOLTAIC ELECTRIC GENERATION SYSTEM ON THE ROOF OF THE TRANSFER STATION AT 530 RICHARD WHITE WAY FOR THE SOLE BENEFIT OF THE TRANSFER STATION, THE TERM OF THE AGREEMENT BEING TWENTY YEARS, BE, AND HEREBY IS, APPROVED.”

The resolution was approved with 38 in favor and one abstention (Farnen).

**ITEM NO. 9 ON CALL:**

TO HEAR, CONSIDER AND ACT UPON THE FOLLOWING RESOLUTION AS RECOMMENDED BY THE BOARD OF SELECTMEN:“RESOLVED, THAT A SYSTEM SITE LEASE AGREEMENT BETWEEN THE TOWN OF FAIRFIELD AND CEFIA HOLDINGS, LLC FOR THE PURPOSE OF ERECTING A PHOTOVOLTAIC ELECTRIC GENERATION SYSTEM ON THE ROOF OF FAIRFIELD WOODS LIBRARY AT 1147 FAIRFIELD WOODS ROAD FOR THE SOLE BENEFIT OF FAIRFIELD WOODS LIBRARY, THE TERM OF THE AGREEMENT BEING TWENTY YEARS, BE, AND HEREBY IS, APPROVED.”

The resolution was approved with 38 in favor and one abstention (Farnen).

**ITEM NO. 10 ON CALL:**

TO HEAR, CONSIDER AND ACT UPON THE FOLLOWING RESOLUTION AS RECOMMENDED BY THE BOARD OF SELECTMEN:“RESOLVED, THAT A SYSTEM SITE LEASE AGREEMENT BETWEEN THE TOWN OF FAIRFIELD AND CEFIA HOLDINGS, LLC FOR THE PURPOSE OF ERECTING A PHOTOVOLTAIC ELECTRIC GENERATION SYSTEM ON THE ROOF OF THE SMITH RICHARDSON MAINTENANCE BUILDING AT 385 HOYDENS LANE FOR THE SOLE BENEFIT OF THE SMITH RICHARDSON MAINTENANCE BUILDING, THE TERM OF THE AGREEMENT BEING TWENTY YEARS, BE, AND HEREBY IS, APPROVED.”

The resolution was approved with 38 in favor and one abstention (Farnen).

**ITEM NO. 11 ON CALL:**

TO HEAR, CONSIDER AND ACT UPON THE FOLLOWING RESOLUTION AS RECOMMENDED BY THE BOARD OF SELECTMEN:“RESOLVED, THAT A SYSTEM SITE LEASE AGREEMENT BETWEEN THE TOWN OF FAIRFIELD AND CEFIA HOLDINGS, LLC FOR THE PURPOSE OF

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ERECTING A PHOTOVOLTAIC ELECTRIC GENERATION SYSTEM ON THE ROOF OF RIVERFIELD SCHOOL AT 1625 MILL PLAIN ROAD FOR THE SOLE BENEFIT OF RIVERFIELD SCHOOL, THE TERM OF THE AGREEMENT BEING TWENTY YEARS, BE, AND HEREBY IS, APPROVED.”

The resolution was approved with 38 in favor and one abstention (Farnen).

### **ITEM NO.12 ON CALL:**

TO HEAR CONSIDER AND ACT UPON THE FOLLOWING RESOLUTION AS RECOMMENDED BY THE BOARD OF FINANCE: “RESOLVED, THAT MICHAEL C. TETREAU, FIRST SELECTMAN OF THE TOWN OF FAIRFIELD, BE AND HEREBY IS, AUTHORIZED TO EXPEND \$304,461 IN THE NAME AND ON THE BEHALF OF THE TOWN OF FAIRFIELD TO PURCHASE A CBRNE-EQUIPPED SHALLOW WATER VESSEL TO SUPPORT FAIRFIELD CRITICAL STRUCTURE, SEVENTY FIVE PERCENT OF SAID PURCHASE TO BE REIMBURSED BY A U.S.DEPARTMENT OF HOMELAND SECURITY FY2015 PORT SECURITY PROGRAM GRANT (\$228,346) AND THE REMAINING TWENTY FIVE PER CENT (\$76,115) TO BE FUNDED FROM THE SALE OF AN EXISTING VESSEL AND THE FY2016 POLICE DEPARTMENT BUDGET.”

Jennifer Hochberg, District 4 moved this item as distributed with the Call, duly seconded.

Chief MacNamara noted that the Fairfield Police has been a presence on the local waterways for more than 50 years. Since the attacks on 9/11, the department of Homeland Security has looked at all ports in the country to assess their level of risk to national and local security. Homeland Security is assisting with the cost of protecting an area at risk such as Bridgeport harbor.

The current shallow water vessel has had thirteen years of hard service. Officer Wiltsie was able to secure a grant which covers 75% of the cost of the vessel with the stipulation that the Town fund the remaining 25%.

Michael Herley, District 10, stated that he supports the purchase of a new shallow water vessel but disagreed with the funds coming from the Police operating budget. He said that he was thinking of making a motion to take no action on this item until it was referred back to the BOF to be funded through the contingency fund. Mr. Herley asked Chief McNamara if it would be better for his department to be able to buy this vessel without taking the money out of its operating budget.

The chief replied that it would certainly be better if there was another funding stream available but needed to check if such a delay would jeopardize the receipt of the Homeland Security grant.

Mr. Herley asked if the BOF was meeting tomorrow (December 1, 2015). BOF member David Becker confirmed that the BOF was meeting December 1<sup>st</sup> and that a resolution to reconsider the funding of this vessel could be added to the agenda. The Town Clerk confirmed that this resolution could be added to the December 14 RTM meeting agenda.

**MOTION:** Michael Herley moved to take no action tonight and refer this item back to the Board of Finance to determine if the 25% could be funded from the contingency fund, duly seconded.

First Selectman Tetreau advised that the Boards of Selectmen and Finance had discussed the need for the new vessel and the ways to fund the purchase of said vessel. He noted that the use of contingency funds

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this early in the fiscal year is risky since there has not been any snowfall yet. He has received word from the State that state aid to the Town will be cut by approximately \$500,000. The contingency fund is \$400,000. Mr. Tetreau cautioned that based on this information it made more sense to the BOS and the BOF for the Police Department to make adjustments in its budget to fund the purchase of this vessel than to take the money from the contingency fund.

Bill Gerber, District 2 asked Mr. Herley what items on the list of cuts provided by the Police Department were of the most concern to Mr. Herley. Mr. Herley asked Chief MacNamara which items provided the biggest threat to public safety to which the Chief answered that his department personnel had determined what could be done with the least disruption to serving the Town.

Mr. Gerber understood the spirit of Mr. Herley's motion and believed the items on the Chief's proposal would not harm public safety therefore he could not support the motion.

Josh Garskof, District 5 asked the Chief if he had been able to ascertain if a delay in the RTM vote would delay getting the grant or disrupt the grant process. Chief MacNamara replied that a delay would result in a delay of ordering the boat but not in the grant money.

Ed Bateson, District 1 asked for clarification of the amount in the contingency fund. Mr. Tetreau replied that there was money in the contingency fund which had been earmarked to be used for contract negotiations but that the pure contingency is \$400k to \$450k. Mr. Bateson asked the Chief if Police services would be affected by these proposed cuts to which Chief MacNamara answered that the level of service would not be affected. Mr. Bateson said that he would support the motion but if the BOF sees otherwise he would respect their decision.

Karen Wackerman, District 7, asked Chief MacNamara why his budget proposal showed \$76,000 as the Town's share of the purchase, without noting the sale of the old vessel which the department valued at \$30,000. The Chief replied that in reality it would be \$46,000 coming out of the Police operating budget.

Dru Georgiadis, District 9, felt this would set an unnecessary precedent taking the funds from contingency and did not think the Chief would put public safety in jeopardy therefore she could not support the motion.

Tom McCarthy, District 7 stated that the purchase of a new boat is a good investment for the Town, but it would be a good idea to ask the BOF to take another look to see if there was another way to fund this purchase, but if they said no then he would be okay with their decision.

Heather Dean, District 3, stated that she has never found Chief McNamara to be an alarmist and that when he said the current vessel has stress cracks in its hull as well as outdated navigational equipment then the Town needs to get a new boat. She noted that the Police to get the grant and saw no reason for the RTM to send this issue back to the BOF.

Philip Pires, District 4, said that he felt that Mr. Herley's heart was in the right place in trying to help the Police find another way to fund this purchase, but that because he is concerned about the state budget, possible snow removal and disruption of service, he would vote no on the motion.

Moderator Iacono reminded the Body that if the BOF did not consider this item at its December 1<sup>st</sup> meeting, it would not be returned to the RTM until the end of January. However this would not affect the Police Department's eligibility for the grant, but would result in a delay in ordering the boat.

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Kenneth Lee, District 9, asked the Chief if the order for the new vessel was delayed would the city of Bridgeport still want to purchase the old boat. Chief MacNamara stated that the Police Department does not yet have a buyer. Mr. Lee stated that he did not like the idea of sending this item back to the BOF.

**AMENDMENT:** Michael Herley amended the motion to postpone this item to a date certain being the December 14 RTM meeting so the Board of Finance can re-examine the 25% of the funding of the purchase of a shallow water vessel, duly seconded.

**VOTE:** The motion to postpone failed with 9 in favor, 29 opposed and 1 abstention.

**IN FAVOR:** P. Ambrose, Bateson, McCullough, McCarthy, Ference, Iacono, Fattibene, Herley, Sundman

**OPPOSED:** Varian, Gerber, Lynch, Newman, Perham, Dean, Durrell, Harrison, Orriss, Gottlieb, Hochberg, Pires, Zezima, Garskof, Smey, Wolk, M. Ambrose, Gale, Neuberger, Solomon, McDermott, Vergara, Wackerman, Messina, Tallman, Farnen, Georgiadis, Lee, Perugini

**ABSTAINED:** Way

**VOTE:** The resolution to approve the purchase by the Police Department of a shallow water vessel passed by unanimous voice vote.

**ITEM NO. 13 ON CALL:** TO HEAR, CONSIDER AND ACT UPON THE FOLLOWING RESOLUTION AS RECOMMENDED BY THE BOARD OF FINANCE: "RESOLVED THAT FIRST SELECTMAN MICHAEL C. TETREAU BE, AND HEREBY IS, AUTHORIZED ON THE BEHALF OF THE TOWN OF FAIRFIELD TO EXPEND UP TO \$250,000 TO FUND A COMMUNITY DEVELOPMENT BLOCK GRANT-DISASTER RECOVERY (CDBG-DR)-TRANCHE 2 PROJECT ENTITLED 'RIVERSIDE COASTAL RESILIENCY & FLOOD MITIGATION STUDY' ONE HUNDRED PERCENT OF SAID PROJECT COST TO BE REIMBURSED BY A FEDERALLY FUNDED DISASTER RECOVERY COMMUNITY DEVELOPMENT BLOCK GRANT."

Joe Michelangelo gave an overview of the Town's history in obtaining grants for disaster recovery in which we have received 7 grants.

Brian Carey, Conservation Director explained that the project is not subject to matching funds but is fully funded by HUD with no cost to the Town other than the administration of the grant. It is his hope that the grant would also allow study and design of the Town's critical flood plans.

Edward Bateson, District 1, asked if there were any flood protection measures in place on Riverside Drive. Mr. Carey answered that there is a culvert system and dike that runs down behind Riverside into the open space and marshlands. Mr. Bateson said he wanted to make sure that a study looks at flood protection for the residents on Riverside. Mr. Carey replied that the study is being done and that the Flood & Erosion Control Board will examine weaknesses in the plan to try to better protect that area. Mr. Michelangelo noted that the bridge on Riverside has tide gates which flooded during Superstorm Sandy. He said that there is a swath of town owned land in the area which could be fortified, which would advance this area's flood protection.

**VOTE:** This resolution passed by unanimous voice vote.

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### **ITEM NO.14 ON CALL:**

TO HEAR, CONSIDER AND ACT UPON THE FOLLOWING RESOLUTION AS RECOMMENDED BY THE BOARD OF FINANCE: "RESOLVED THAT FIRST SELECTMAN MICHAEL C. TETREAU BE, AND HEREBY IS, AUTHORIZED ON BEHALF OF THE TOWN OF FAIRFIELD, TO EXPEND UP TO \$100,000 TO FUND A COMMUNITY BLOCK GRANT- DISASTER RECOVERY (CDBG-DR)-TRANCHE 2 PROJECT ENTITLED "FAIRFIELD ENGINEERED BEACH STUDY" ONE HUNDRED PERCENT OF SAID PROJECT COST TO BE REIMBURSED BY A FEDERALLY FUNDED DISASTER RECOVERY COMMUNITY DEVELOPMENT BLOCK GRANT."

Peter Ambrose, District 1 moved this item as distributed with the Call, duly seconded.

Mr. Carey explained that this has been a problem for multiple towns in this area because of damage to beach structures. There is a FEMA requirement for beach construction that no town in Connecticut was able to satisfy. At this point in time, any storm damage to Town beaches is the Town's responsibility to repair. Receipt of this grant could make the Federal Government share in the responsibility up to 75%.

Ed Bateson, District 1, asked if any other towns are moving to engineered beaches. Mr. Carey replied that most towns are after their experiences with storms Irene and Sandy.

Mr. Bateson asked the First Selectman if there was any consideration given to the possibility that if the Town engineered a town beach with federal funds, then there would be a requirement to make the beach available to non-town residents because of the acceptance of federal funds.

First Selectman Tetreau agreed that this was an important question, but that he saw no risk in accepting funds to implement a study, as this is only the first step in asking FEMA to fund 75% of the replenishment of Town beaches after serious storm damage. He will ask the Town Attorney and Recreation Director to investigate.

Dru Georgiadis, District 9, asked if a beach were engineered could it be pumped out as she noted that the Town is able to dredge and put that sand on Penfield beach.

Mr. Michelangelo answered that the Town set up pumps to get the flood waters out of the residential areas by the beach following Storm Sandy. This did cause damage, but had to be done to allow flood water to drain. He noted that the sand from dredging have to be placed above the high tide line.

Mary McCullough, District 1 asked when the study would begin, its duration and how long it would take to receive the reports from the study. Mr. Carey answered that the study would begin in February and take 9 to 12 months to complete.

Carol Way, District 5, asked Mr. Carey if he had been able to get funding for the Town of Stratford when he was employed there. Mr. Carey replied that the cost of repairs to Short beach was less than \$50,000 and was funded through the operating budget. Mr. Carey stated that this study will help the Town to determine what needs to be done.

**VOTE:** The resolution passed with 38 in favor and one opposed (Bateson).

### **ITEM NO.15 ON CALL:**

TO HEAR, CONSIDER AND ACT UPON THE FOLLOWING RESOLUTION AS RECOMMENDED BY THE BOARD OF FINANCE: "RESOLVED THAT MICHAEL C. TETREAU, FIRST SELECTMAN OF THE TOWN OF FAIRFIELD, BE AND HEREBY IS, AUTHORIZED TO EXPEND \$18,000



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TO LEASE AN ELECTRIC VEHICLE, PURCHASE AND INSTALL A CHARGING STATION AT JENNINGS BEACH, PURCHASE TWO ELECTRIC CHARGING STATIONS FROM UNITED ILLUMINATING, ONE OF WHICH WILL BE RELOCATED, AND PURCHASE CLEAN ENERGY PROMOTIONAL ITEMS SUCH AS LED BULBS, SAID FUNDS TO BE ONE HUNDRED PERCENT REIMBURSED BY A CLEAN ENERGY COMMUNITIES PROGRAM GRANT.”

Julie Gottlieb, District 4 moved this item, duly seconded.

Ed Boman, Asst. DPW Director stated that this grant is through the Clean Energy Task Force which is promoting the use of clean energy throughout the town. United Illuminating has already installed two charging stations one at Sherman Green and the other at the railroad station. The Town is able to buy a charging station for \$6,700.

Tom McCarthy, District 7 corrected the typo “electric” rather than “electronic” charging stations in the resolution. He asked Mr. Boman where the current charging stations are. Mr. Boman replied that there is one at Sherman Green, Fairfield Woods Library, Riverfield School, Jennings Beach and that there are also some private ones at places like Whole Foods.

Michael Herley, District 10 asked if there were any plans to put charging stations in Southport. Mr. Boman answered that there are currently no plans as the Town is not paying for these stations, and that they are part of the solar installation. Mr. Tetreau noted that as more people start to drive electric vehicles then there will be an increase in charging stations and their locations, He stated that currently any vehicle can park in a charging spot, but eventually as electric cars become more popular, then there will be restrictions placed on these parking spots.

Carol Way, District 5 asked Mr. Boman if she had missed something approved in the past, as she was not aware that the RTM had already approved a charging station for Jennings beach. Mr. Boman answered that there is a solar panel at Jennings Beach. Ms. Way asked if it made sense to have a charging station in a flood plain. Edward Bateson, District 1 asked Mr. Boman when the RTM had approved a solar panel for Jennings Beach. Mr. Boman advised it had been approved as part of a package more than a year ago.

**VOTE:** The motion passed with 38 in favor and one abstention (Farnen).

### **NEW BUSINESS**

The Moderator reminded new members that there would be an informational meeting on Robert’s Rules on December 2<sup>nd</sup>. She asked all members to go to the Town website to confirm that all of their information regarding districts, contact information etc. was entered correctly. She also reminded the membership that Reps. Smey and Neuberger are looking for volunteers to help with the Salvation Army kettle collection at three Stop & Shop locations.

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 10:15 PM.

Respectfully submitted,

Elizabeth P. Browne, CMC, MCTC  
Town Clerk

Recorded by: Frances Daly