

**LEGISLATIVE COUNCIL REGULAR MEETING  
COUNCIL CHAMBERS, 3 PRIMROSE STREET, NEWTOWN, CT  
WEDNESDAY, MAY 3, 2023**

**MINUTES**

**PRESENT:** Jeffery Capeci, Tom Long, Phil Carroll, Chris Gardner, Lisa Kessler, Ryan Knapp, Michelle Embree Ku, Matthew Mihalcik, William DeRosa, Charles Gardner, Angela Curi, Dan Honan

**ALSO PRESENT:** First Selectman Dan Rosenthal

**CALL TO ORDER:** Mr. Capeci called the meeting to order with the Pledge of Allegiance at 7:34 pm.

**VOTER COMMENT:** None

**MINUTES:** Charles Gardner moved to approve the minutes from the 4/19/23 meeting. Matt Mihalcik seconded, all in favor.

**COMMUNICATIONS:** None

**COMMITTEE REPORTS:** None

**FIRST SELECTMAN'S REPORT:** First Selectman Rosenthal gave updates on a projects. The EOC project that has been going on for years is nearing its end. Sites were added and coverage has increased so fire, ambulance and police can communicate with each other and dispatch better. Hawley School project is still on track and there is budget reserve. The switch gear should arrive early June. The Sandy Hook Permanent Memorial official closeout is about a month away. The site work vendor did not set the parking lot grades correctly and caused erosion. They milled part of the parking lot and repaved it and it appears to have fixed the issue. The Edmond Town Hall parking lot is being paved and should be completed next week. There is a contractor paving it and the town is hauling the asphalt which is a savings to the project.

**UNFINISHED BUSINESS**

*"Do Not Block the Box" Ordinance* – Charles Gardner moved to refer the Do No Block the Box Ordinance (att.) to public hearing, Matt Mihalcik seconded. Ryan Knapp explained that the Police Commission added the intersection of Pole Bridge Road and Route 34 to the ordinance. It doesn't mean they will paint the intersection, but it gives them the ability to at a future time. The town attorney has reviewed the ordinance and the next step is to send it to a public hearing. All in favor.

**NEW BUSINESS**

*Historic Grants Preservation Grant* – Charles Gardner moved to accept the Historic Grants Preservation grant from the State of Connecticut (att.) Matt Mihalcik seconded, all in favor.

Voter Comment - None

Announcements - None

Having no further business, the meeting was adjourned at 7:49pm

*Respectfully submitted,*

*Arlene Miles, Clerk*

*Attachment: Do No Block the Box Ordinance, Historic Grants Preservation grant*

## Chapter 216. Vehicles and Traffic

### Article VI Obstruction of Intersections

#### **GENERAL REFERENCES**

Connecticut General Statutes — Section 14-250(b)

#### § ###-1. Authority to designate

Pursuant to C.G.S. 14-250b, and at the recommendation of The Town of Newtown Police Commission, the following intersections are designated for special marking that blocking the intersection is prohibited:

Country Club Road and Rte. 25  
Elm Drive and Rte. 302  
Walnut Tree Hill Road and Church Hill Road  
Newtown High School and Rte. 34  
Pole Bridge Road and Rte. 34

#### § ###-2. Marking

The Town of Newtown shall

- (1) Post signs at each such designated intersection or request such action from the State of Connecticut indicating that blocking the intersection is prohibited and violators are subject to a fine, and
- (2) Mark, in white paint, the boundary of such interaction with a line not less than one foot in width and that are within such boundary line with parallel diagonal lines not less than one foot in width.

#### § ###-3. Obstructing Intersections

No operator of a motor vehicle, other than a tractor-trailer unit, as defined in section CGS 14-1, shall proceed into an intersection that has been designated, posted and marked by the Town of Newtown in accordance with Connecticut State Statute, except when making a turn, unless there is sufficient space on the opposite side of the intersection to accommodate such motor vehicle without obstructing the passage of other vehicles or pedestrians, notwithstanding the indication of a traffic control signal that would permit such an operator to proceed into the intersection.

#### § ###-4. Violations

May 3rd 2023

Any person who violates the provisions of this chapter shall have committed an infraction.

## § ###-5. Enforcement

Enforcement of this chapter shall be the purview of state and local law enforcement officers whose jurisdiction contains the intersection's designated per Section ####-1.

**APPLICATION**  
**TARGETED GRANT FY 2024**  
 Historic Documents Preservation Program  
 Connecticut Municipalities  
 GP-001 (rev. 1/2023)



STATE OF CONNECTICUT  
 Connecticut State Library  
 PUBLIC RECORDS ADMINISTRATOR  
 231 Capitol Ave., Hartford, CT 06106

*This form may be completed and printed for submission at <https://ctstatelibrary.org/publicrecords/hdpp>*

<b>Name of Municipality:</b>		<b>TOWN of NEWTOWN</b>
<i>Use full municipality name, ie 'Town of _____' or 'City of _____'</i>		
<b>Name of Municipal CEO:</b>	<b>DANIEL C ROSENTHAL</b>	<b>Title: FIRST SELECTMAN</b>
<b>Phone with Area Code:</b>	203-270-4201	
<b>Email:</b>	FIRST.SELECTMAN@NEWTOWN-CT.COM	
<b>Name of Town Clerk:</b>	<b>DEBBIE AURELIA HALSTEAD</b>	<b>Title: TOWN CLERK</b>
<b>Phone with Area Code:</b>	203-270-4214	
<b>Email:</b>	DEBBIE.HALSTEAD@NEWTOWN-CT.GOV	<b>Check if Designated Applicant:</b> <input checked="" type="checkbox"/>
<b>TC Mailing Address:</b>	NEWTOWN MUNICIPAL CENTER, 3 PRIMROSE STREET, NEWTOWN, CT 06470	
<b>MCEO Address if Different:</b>		

**Grant Application Deadline:** ☒ Cycle 1: April 30, 2023 ☐ Cycle 2: September 30, 2023

**Grant Contract Period:** The contract period begins after July 1, 2023 AND receipt of the fully executed contract. Grant projects must be completed and funds expended by June 30, 2024.

**Maximum Grant Allowed:**

\$6,000	Small Municipality	Population less than 20,000
\$8,000	Medium Municipality	Population between 20,000 and 69,999
\$11,000	Large Municipality	Population of 70,000 or greater

**Amount Requested:** \$ 8,000

**Grant Category(ies):**

<input type="checkbox"/> Inventory and Planning	<input checked="" type="checkbox"/> Organization and Indexing
<input type="checkbox"/> Program Development	<input checked="" type="checkbox"/> Storage and Facilities
<input type="checkbox"/> Preservation/Conservation	

*See Page 6 of the Guidelines for Category descriptions.*

Budget Summary	Grant Funds (A)	Local Funds (B)	Total Funds (A+B)
<b>1. Consultants/Vendors</b> (Total cost for all consultants and vendors)	\$ 6,825	\$	\$ 6,825
<b>2. Equipment</b> (Total cost for eligible items, i.e. shelving)	\$	\$	\$
<b>3. Supplies</b> (Total cost for eligible items, i.e. archival supplies)	\$ 1,148	\$ 52	\$ 1,200
<b>4. Town Personnel Costs</b> (Total cost for all town personnel)	<sup>1</sup> \$	<sup>2</sup> \$	\$
<b>5. Other</b> (Please specify on a separate sheet; rarely used)	\$	\$	\$
<b>6. TOTAL</b>	\$	\$	\$ 8,025

<sup>1</sup> Base pay only for personnel hired directly by the municipality for the grant project. Consultant/vendor costs should be listed on Line 1.

<sup>2</sup> Personnel taxes, benefits and any overtime must be paid by the municipality.

## Narrative Page & Supporting Documents

Answer on an attached page. **Number each question and answer.** If applying for more than one project, questions 1 through 3 must address each project **separately** and be numbered separately, i.e., 1a and 1b, 2a and 2b, 3a and 3b.

Answers should be provided in the applicant's own words, not by referencing the vendor's proposal.

1. **Describe the project.** State what will be done and why. In addition, for **records projects**, identify the specific records, including date ranges. For **conservation projects**, also address microfilming – see Guidelines booklet for instructions under Preservation/Conservation on **Page 9**.
2. **Provide vendor/personnel info & timeframe.** For **vendors**, identify the company and the timeframe for completing the work within the grant period. For **town personnel** – see Guidelines booklet for instructions under Town Personnel Costs on **Page 12**.
3. **State what will be accomplished.** Explain how the project will impact the records, the office and/or the municipality.
4. **Provide a detailed budget.** If applying for only **one** project with one vendor – **omit** this question. If applying for more than one project – show the **detail** for each line item listed on page 1 of the Application (Consultants/Vendors, Equipment, Supplies, and Town Personnel Costs) and the **split** between grant and local funds for each line item (if any).
5. **Attach supporting documents.** For **vendors**: provide a copy of the proposal or quote. For **direct purchases** of equipment or supplies: provide a copy of the product information/pricing from the website or catalog.

## Designation of Town Clerk as Applicant

This section to be completed only if the MCEO wishes to designate the Town Clerk to make the application for the grant.

I hereby designate, DEBBIE AURELIA HALSTEAD, the Town Clerk, as the agent for making the above application.

\_\_\_\_\_  
Signature of MCEO

\_\_\_\_\_  
Date

DANIEL C ROSENTHAL, FIRST SELECTMAN  
Name and Title of MCEO

### Certification of the Application

This section must be signed by the applicant.

If the Town Clerk is designated above, the Town Clerk must sign. If the Town Clerk is not designated, the MCEO must sign.

I hereby certify that the statements contained in this application are true and that all eligibility requirements as outlined in the *FY 2024 Targeted Grant Guidelines* have been met.

Debbie Aurelia Halstead  
Signature of Applicant (MCEO or Town Clerk if Designated)

4-11-23  
Date (*must be same as or later than above date*)

Debbie Aurelia Halstead  
Name and Title of Applicant

#### For State Library Use Only

Grant Disposition: ☐ Approved ☐ Denied

Grant Award: \$ \_\_\_\_\_

Grant Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

\_\_\_\_\_  
Signature of Public Records Administrator

\_\_\_\_\_  
Date

Narrative  
Targeted Grant FY24

1. **Describe the project.** Here we grow again. Since we have reached our capacity along the outer walls, my project this year is to purchase 2 shelves for land records. Additionally, I will purchase 10 land record volumes.
2. **Identify the vendors and/or Town personnel.** I will be working with Dupont for the shelves and Adkins for the land record volumes.
3. **State what the Municipality hopes to accomplish.** We have used all the available wall space for land record volumes. The two shelves will hold an additional 132 books which will help with our immediate and future space needs.
4. **Provide a detailed budget.** Attached are the vendor proposals.



3/31/2023

Debbie Aurelia Halstead  
Newtown Town Hall  
3 Primrose Street  
Newtown, CT 06470

Dear Debbie,

Thanks for the continued support of Dupont Storage Systems and the time you spent with me reviewing your project needs. We have completed the design for your mobile system to be added to your existing system for your land records. Below is the pricing detail for the equipment we will be supplying your vault:

Left wall area

Modify 3 existing 48"L x 12"D units to a height of 86.75" (5 openings)  
Need new uprights and top shelves  
Modify Back Panels to new height  
Mobile Shelving Systems with carriages and track  
Shelving (2) units @ 48"L x 12"D x 83.75"H (6 openings)  
Carriages (2) units @ 48"L x 12"D x 2"H  
Track System 144"L x 13"D x 2"H  
Color: Gary Mist Shelving, Black Mobile and track  
Project Price: \$6,825.00

Prices include equipment, freight, delivery and assembly. Prices also include handling the books, taking 3 existing units apart and rebuilding. Also includes loading books back on to modified units. Work to be done during normal working hours.

We look forward to working with you on this project and servicing all your storage needs. Please contact me @ 203-206-1958 at any time.

Sincerely,

Ronald Keith  
Dupont Storage Systems



40 SOUTH STREET, P.O. BOX 2440, NEW BRITAIN, CT 06050-2440  
Tel: 1-800-807-3981

**JOB ESTIMATE**

**April 4, 2023**

**Client:** Newtown Town Clerk

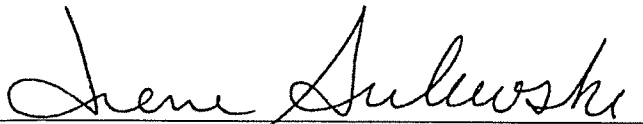
**Title of Job:** Archival Supplies

- 11 red land record books @ \$98/ea.....\$1,078
  - Letter size / red binders
- 1 ream of land record paper.....\$70

Delivery.....\$52

**TOTAL: \$1,200**

Signed: \_\_\_\_\_



Irene Sulewski, Municipal Account Specialist