

**TOWN COUNCIL  
ADMINISTRATION & FINANCE, HEALTH AND HUMAN SERVICES  
SUB-COMMITTEE MEETING  
TOWN COUNCIL MEETING ROOM  
MAY 1, 2013 7:00 PM  
DRAFT MINUTES**

Present: Kevin Donohue, Mark Doyle, Tony Fantoli, and Joseph Underwood

1. Meeting was called to order at 7:00 PM precisely
2. There was no Citizens or delegation comments
3. The minutes of the April 3, 2013 meeting were approved unanimously
4. Mary DeMarco and Susan Collins presented on the School Readiness Grant. This is a State grant which is administered by the Town to find and support programs which enhance school readiness for preK students. The program was said to be in a period of transition where there was a lot of uptime. Mary DeMarco has been running the program for some time but now has other demands on her time, particularly the Senior Center
5. Changes to housing code to correct language issues and to address owner occupied units were introduced by Matt Vertefeuille. The focus of this was to make small fixes in the ordinance which was put in place last year. It has been working very well with the backlog of inspections beginning to shrink. The program has improved the safety of the housing stock in Windham.
6. Donohue presented the outline of the Consolidated Finance proposal. This program will bring in MUNIS as a common platform for all finance in Windham. It will also bring in a Finance Director who will be in charge of both school and town government finance.
7. The meeting adjourned at 8:15