

**Town Council**  
**Administration & Finance, Health and Human Services Sub-Committee**  
**Windham Town Hall Bellingham Auditorium**  
**April 4, 2012 – 7:00 p.m.**  
**Meeting Minutes**

**1. Call to order**

K. Donohue called the Windham Town Council Administration, Finance, Health and Human Services Committee meeting to order at 7:00 P.M.

Town Council Committee members present: Kevin Donohue, Tony Fantoli, N. Joseph Underwood, Christel Donahue and Mark Doyle (arrived at 7:02 p.m.)

**2. Citizens and delegations**

Doug Lary, 183 Summit Street, Willimantic, member of the Senior Center Board and assisting the Kitchen Click, stated he was in attendance to hear Mr. Peter DeBiasi's presentation. He requested that Mr. DeBiasi's presentation be moved up on the agenda.

Harry Carboni commended the ACCESS Agency for what they want to do for the Senior Center. Mr. Carboni stated that he does not want to see a Senior Center on a parking lot. He mentioned that other town centers have nice landscaping and a lot of trees and he feels that sometimes the Town of Windham has no class and suggests that we start budgeting for projects by having a project fund.

Mary Lou DeVivo, Ash Street, Willimantic, stated that the lumber yard on Church Street was sold and she heard that the theater has also been purchased. She is in favor of having a Senior Center at Jillson Square and/or the ACCESS Agency building.

**3. Approval of the minutes of the March 7, 2012 meeting**

Underwood MOVED, Fantoli seconded, to approve the minutes of the March 7, 2012 Administration & Finance, Health And Human Services Committee meeting. MOTION PASSED UNANIMOUSLY.

**MOTION:** Underwood MOVED, Fantoli seconded, to move up on the agenda item 5b. MOTION PASSED UNANIMOUSLY.

**5. New Business**

**b. Senior Center and presentation from Peter DeBiasi (Beets)**

Mr. Peter DeBiasi gave a presentation on the potential multi-purpose use of 1315 Main Street, Suite 1 (ACCESS building). He explained to the sub-committee the space that will fit the need for a Senior Center and/or Library. Mr. DeBiasi also spoke regarding the Commercially Licensed Cooperative Kitchen (CLICK). Discussion took place regarding grant funding through the State of Connecticut Department of Social Services.

Copies of previous referendums, studies on proposed Senior Center were requested for the next meeting.

**4. Old business**

- a. Discussion of unification of financial software for BOE and Town (Beets)**
- b. Town Insurance (Beets)**
- c. Approach to support Economic Development**

Items a, b and c were postponed to next month's meeting.

**d. Evaluation of Town Manger – All**

Discussion took place regarding the Town Manager's evaluation process. It was the consensus of the sub-committee to get an opinion from the Labor Attorney regarding confidentiality and the process. Copies of the Town Manager's contract was requested for the next meeting.

**5. New business**

- a. Town Policy and Procedures relating to donations and gifts (Doyle)**  
A request to CCM will be submitted for research on other Towns donation and gifts policy.

- b. Senior Center and presentation from Peter DeBiasi (Beets)**

This item was moved up on the agenda after approval of minutes.

**6. Citizens and delegations**

None.

**7. Adjournment**

Underwood MOVED, K. Donohue seconded, to adjourn the Windham Town Council Administration, Finance, Health and Human Services Committee meeting at 8:14 p.m..  
MOTION PASSED UNANIMOUSLY.

**Submitted by**

**Neida I. Rosado**  
**Clerk of the Council**