

MINUTES for the
WINDHAM TOWN COUNCIL
SUBCOMMITTEE ON
ADMINISTRATION, FINANCE, HEALTH
AND HUMAN SERVICES

WINDHAM TOWN HALL MEETING ROOM
Wednesday, January 11, 2012 – 7:00 P.M.

1. Call to Order

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

Town Council members present: Kevin Donohue, Tony Fantoli, N. Joseph Underwood, and Christel Donahue

Mark Doyle arrived at 7:05 P.M.

2. Citizens and Delegations: Public Comment

Doug Lary, 83 Summit Street, Willimantic, shared his views on the importance of resolving the issues regarding the Ethics Ordinance. He also stated he will be suggesting to the Charter Review Commission that Boards and Commissions make greater use of alternates and have shorter terms.

3. Subcommittee Comment

Mark Doyle asked if the employee's grievance on the Ethics Ordinance had been resolved and questioned whether there was a conflict with the contracts. Mark also asked what the charge of the Ethic Commission was.

Joe Underwood questioned having an Ethics Commission due to the fact that everyone works for the Town and has to be ethical. He stated people are confused over what the Ethics Commission is supposed to do.

Christel Donahue requested Doug Lary send a copy of the Ethics Ordinance to Tony and Mark.

4. Call for Nominations for Chairperson; Elect Chair

Underwood MOVED, C. Donahue seconded, to nominate K. Donohue as Chairperson. All were in favor except K. Donohue who abstained. MOTION PASSED.

5. Call for Nominations for Vice Chair; Elect Vice-Chair

K. Donohue MOVED, Underwood seconded, to nominate C. Donahue as Vice-Chair. All were in favor except C. Donahue who abstained. MOTION PASSED.

6. Call for Nominations for Secretary; Elect Secretary {--if necessary}

K. Donohue MOVED, Underwood seconded, to nominate Mark Doyle as Secretary. All were in favor except Doyle who abstained. MOTION PASSED.

7. Set Subcommittee Meeting Schedule for 2012

K. Donohue MOVED, C. Donahue seconded, to set the 2012 Meeting Schedule as the 1st Wednesday of the month at 7:00 P.M. in Windham Town Hall Meeting Room. All were in favor. MOTION PASSED UNANIMOUSLY.

8. Discuss and Possibly Take Action about the Senior Center

Human Service Director, Mary DeMarco, outlined the issues facing the Senior Center. She explained the Town is waiting to see if the McSweeney Senior Center Board disbands and noted nothing can be done until such time. She stated the Town Council has charged Town Personnel with putting a plan together which includes more accurate figures to show the true cost of running the Center to keep it open and viable. She also explained the TVCCA Food Program and Dental Program.

The Subcommittee requested Ms. DeMarco gather the following information:

- A list of services the Center provides
- The number of participants using the Center
- The projected cost of maintaining the facility on a monthly basis

K. Donohue proposed the Subcommittee focus on 3 Phases:

Immediate stabilization of the Center if closed, a look at short term solutions and explore long term options for the Center. He also asked Ms. DeMarco to look into the risk to the Town if in fact the Town took over the Center.

9. Discuss and Possibly Take Action about the Non-Profit Funding Process

K. Donohue gave a brief background on the previous process used for Non-Profit Funding and the implementation of the current process used.

Human Service Director, Mary DeMarco, explained the criteria Non-Profit Agency's must meet to qualify for funding. She also reviewed the scoring process used to determine eligibility. She noted the Review Panel would then submit their recommendations to this Subcommittee at their February meeting who in turn would bring them to the full Council.

Ms. DeMarco also asked for someone from the Subcommittee to be part of the Review Panel. Christel Donahue agreed to be part of the Review Panel.

10. Future Agenda Items

- Update on Town Insurance
- Economic Development Discussion
- Update on the Ethics Ordinance

- Review of Boards and Commissions

11. Adjournment

Underwood MOVED, C. Donahue seconded, to adjourn the Windham Town Council Subcommittee Administration, Finance, Health and Human Services meeting at 8:07 P.M. MOTION PASSED UNANIMOUSLY.

Submitted by

Barbara J. McKinney
Clerk of the Council