

**DRAFT SPECIAL MEETING MINUTES
TOWN OF WINDHAM TOWN COUNCIL COMMITTEE ON
PUBLIC SAFETY, PUBLIC WORKS, ENVIRONMENT, CULTURE AND
RECREATION**

**Wednesday December 30, 2013 at 7:00 PM
Windham Town Hall, Court Room
979 Main Street
Willimantic**

1. Call to Order.

Chair Charles Krich called the meeting to order at 7:05 p.m.

Committee members present: Lorraine McDevitt, Charlotte Patros, Mike Lessard, James Flores

Town Staff Present: Town Manager Neal Beets, Fire Marshal Mike Licata, Town Engineer Joe Gardner

2. Pledge of Allegiance.

3. Citizens and Delegations.

Dawn Niles spoke regarding funding for Fire Truck Parade. Parade is a town-wide event, not an outside agency function. She stated we need to settle funding issue. She recommended the Committee work toward fulfilling the Town Plan. She also suggested the Committee look at a plastic bag ban again. She would like to see the Committee work toward involving youth in government by job shadowing, essay contest on government, etc.

4. Town Council Committee Member Comments.

Lorraine McDevitt suggested the Town Manager send a memo to department heads to see who would be interested in having students job shadow them.

Mike Lessard will talk to principal at school where he teaches about students job shadowing town staff.

James Flores stressed need for Committee to meet monthly. The Chair explained that the Committee has always met monthly if not more frequently.

5. Election of a new Chair and Vice Chair.

Lorraine McDevitt nominated Charles Krich as Chair. Nomination was seconded by James Flores. No other nominations were made. The motion carried with four in favor and Krich abstaining.

Charlotte Patros nominated Lorraine McDevitt as Vice Chair. Nomination was seconded by James Flores. No other nominations were made. James Flores spoke in favor of Lorraine. The motion carried with four in favor and McDevitt abstaining.

6. Approval of Minutes from Meeting on October 23, 2013.

A motion was made by Mike Lessard to approve the minutes as submitted with minor corrections to grammar. The motion was seconded by Lorraine McDevitt and passed with Krich voting in favor and all other members abstaining.

7. Presentation by Joe Gardner, Town Engineer, on Duties of Town Engineer.

Joe Gardner gave a brief report on various duties, projects completed in last year and projects underway.

8. Discussion and Possible Action to Approve Funding for Fire Truck Light Parade.

Charles Krich stated the Town funds various community groups and activities with the funds going to the group. He reviewed minutes from the July 24, 2013 meeting at which Tara Risley, Recreation Department Director, had agreed to fund parade out of her budget. He stated this Committee has oversight of the Community Services Fund. The parade has all ready occurred and any invoices should have been paid. No money will be received by the parade organizer.

Dawn Niles questioned what costs were, as Public Works placed no barricades, and the parade was led by a police officer in a patrol car. There were no street shutdowns nor was traffic diverted.

Charlotte Patros asked if other towns were invited? Josh Niles responded about 10 area towns participated, including Enfield, Norwich, Coventry.

A motion was made by Lorraine McDevitt to recommend to the Council to approve funding for the parade in the amount of \$1,000. The motion was seconded by Charlotte Patros and passed unanimously.

9. Discussion and Possible Action Regarding a Town Micro-Grid at the Sweeney Elementary School and Windham Middle School.

Town Manager Neal Beets explained funding, status and schedule for project.

A motion was made by Lorraine McDevitt, seconded by Mike Lessard, to recommend to the Council to accept the DEEP grant, and to appropriate up to an additional \$500,000, subject to the application of the Board of Education seeking 80% state reimbursement, and to authorize the Town Manager to execute necessary documents. The motion passed unanimously.

10. Discussion and Possible Action Regarding to Approve a Letter of Support Regarding Amending the Bottle Bill.

The Chair explained that the information given to the Mayor at the Council's November 2013 meeting had been misplaced. A motion was made by Charlotte Patros to postpone the issue to next month. The motion was seconded by James Flores and passed unanimously.

11. Discussion and Possible Action to Set a Regular Committee Meeting Schedule for 2014.

A motion was made by Lorraine McDevitt to maintain the meetings on the fourth Wednesday of each month at 7:00 p.m. The motion was seconded by Mike Lessard and passed unanimously. Charles Krich mentioned there will be a special meeting in February regarding Cupid selection.

12. Citizens and Delegations.

None

13. Adjournment.

A motion was made by Lorraine McDevitt to adjourn the meeting at 8:02 pm. The motion was seconded by James Flores and passed unanimously.

Respectfully Submitted
Joseph Gardner
Town Engineer