

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

**Wednesday February 26, 2014 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 7:02 p.m.

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

Town Staff Present: Paul Hongo Personnel Director, Town Engineer Joe Gardner

2. Pledge of Allegiance.

3. Citizens and Delegations.

Bernard D'Auteuil stated he was a victim of a hit and run car accident. Dispatch was very professional, did best they could.

Amy Vas Nunes discussed forming of a Windham Dog Park Association. They are planning events for Young Park. She stated dog pound was in poor condition.

Dawn Niles reported the Heartsafe committee had not met in a year. She discussed a foreclosure prevention clinic to be held in Willimantic. She was glad Town is working on dog pound.

Lloyd Niles reported last snow storm that sidewalk was only partially shoveled by safety complex.

Jean DeSmet stated Town needs to move quickly on resolving dog pound.

4. Town Council Committee Member Comments.

James Flores reported he is not getting packages for meeting.

5. Approval of Minutes from Meeting on January 22, 2014 and Special Meeting on February 11, 2014.

A motion was made by Lorraine McDevitt to approve the minutes of the January 22 meeting as submitted. The motion was seconded by Charlotte Patros and passed with four in favor and James Flores abstaining.

A motion was made by Mike Lessard to approve the minutes of the special meeting on February 11, 2014. The motion was seconded by Charlotte Patros and passed with four in favor and James Flores abstaining.

6. Discussion and Possible Action Regarding Animal Control Services.

Jean DeSmet reviewed her proposal to assume animal control. She would staff with three dedicated people. Her fee would be \$130,000 for 60 hours of coverage a week plus use of the existing pound. Town would have liability for large vet bills.

Chares Krich asked if any of her group was certified.

Jean DeSmet responded she would need to hire person who was certified.
Charles Krich asked what her commitment would be.
Jean DeSmet responded about 20 hours per month.
Charles Krich asked about repairs to building.
Jean DeSmet responded she would need to look at.
James Flores asked how long it would take her to put a team together.
Jean DeSmet responded it would take one year of intense work.
Paul Hongo, Personnel Director for Town, reported all three current employees are certified. There are four dogs currently in pound. They advertise and showcase dogs. They match dogs with families. Staff is out in the field locating breeders. He reported the building needs a new door, gutters and down spouts.
Charles Krich asked about heated floors.
Paul Hongo responded that would be a benefit.

A motion was made by Lorraine McDevitt recommend to the Council to add to the Town's Capital Improvement Plan, up to \$20,000 for improvements to the building to be funded through a LoCIP grant. The motion was seconded by Charlotte Patros and passed unanimously.

James Flores stated he did not like private companies, he preferred in-house town employees.

Paul Hongo stated this is what town is doing now. He reported that \$107,000 was included in budget for three part-time employees for 75 hours total coverage a week.

James Flores made a motion to recommend to the Council to keep the status quo. The motion was seconded by Lorraine McDevitt.

James Flores stated he wants to keep the same staff and management system.

Voting in favor: Lorraine McDevitt, James Flores and Charlotte Patros

Against: Charles Krich

Abstained: Mike Lessard.

The motion carried.

7. Discussion and Possible Action Regarding Dispatch

Lloyd Niles, president of the Willimantic Fire Chiefs Switchboard Association, explained the group is hiring a manager and will be developing an agreement for town review.

Lorraine McDevitt stated Lloyd has things under control

Charles Krich stated liability will be a sticking point

Jan Mott, treasurer for the Association reported they have a three million dollar liability policy.

James Flores stated he hoped things will get better now that Lloyd is in charge.

Charles Krich asked what the costs for dispatch would be this year.

Jan Mott report \$569,808 of which 90% was labor.

8. Discussion and Possible Action to Dissolve the Heartsafe Committee and Create a Heartsafe Coordinator Position.

Dawn Niles reported the Heartsafe Committee has not met in about a year. The Committee did not post any meetings for the year and was in violation of FOIA. She suggested the Committee be dissolved and a volunteer coordinator be appointed. Neida

Rosado suggested this. The Coordinator would check AEDs, make sure proper paperwork was completed, speak to groups and arrange training.

A motion was made by Mike Lessard to dissolve the Heartsafe Committee and to create a volunteer Heartsafe Coordinator position.

The motion was seconded by Lorraine McDevitt and passed unanimously.

Charles Krich asked if there was money in budget to buy batteries for AEDs.

Dawn Niles suggested a line item with \$1,000.00, but that would not be enough to buy AEDs.

A motion was made by Lorraine McDevitt to recommend to the Council the establishment of a line item in the Town Manager's budget in the amount of \$2,500.00.

The motion was seconded by Charlotte Patros and passed unanimously.

A motion was made by Lorraine McDevitt to recommend to the Mayor that Dawn Niles be appointed as the Town's Heartsafe Coordinator.

The motion was seconded by Mike Lessard and passed unanimously.

9. Discussion and Possible Action to Award a Contract for ADA Improvements to the Kramer Gym Entrance, Legion Field Bathrooms, and Dugan Building Bathroom.

Town Engineer Joe Gardner reviewed bids with the Committee.

A motion was made by Lorraine McDevitt seconded by Mike Lessard to recommend to the Council that the project be awarded to D+W Development in the amount of \$67,016.00.

The motion passed unanimously.

10. Discussion and Possible Action to Award a Contract to Furnish Bleachers for the Kramer Gym

Town Engineer Joe Gardner reviewed bids with the Committee.

A motion was made by James Flores, seconded by Lorraine McDevitt to recommend to the Council that the contract be awarded to Game Time Athletics in the amount of \$6,765.00.

The motion passed unanimously.

11. Discussion and Possible Action Regarding Using Funds from the Cemetery Trust Fund to Survey Areas for the Cremated and to Pave Drives.

Town Engineer reported the fund had over \$441,000 in it and he would like to use \$100,000.00 to pave drives and create areas for the cremated.

A motion was made by James Flores to recommend to the Council that a request be made to the Probate Court to utilize \$100,000 to pave drives and survey areas for the cremated.

The motion was seconded by Charlotte Patros and passed unanimously.

12. Discussion and Possible Action to Replace Sidewalks on Union Street.

A letter and photographs of the sidewalks on Union Street by the Windham Thread and Textile Museum were reviewed. Town Engineer Joe Gardner reported he would replace the sidewalks and build a handicapped ramp to the Dugan Building using funds from the current road bond.

13. Citizens and Delegations

James Flores requested that Amy Vas Nunes be invited to the next meeting to answer any questions regarding a dog park.

14. Adjournment

A motion was made by Lorraine McDevitt to adjourn the meeting at 8:35 pm. The motion was seconded by Charlotte Patros and passed unanimously.

Respectfully Submitted
Joseph Gardner
Town Engineer