

**Minutes of the
Town Council – Town of Windham
Administration, Finance, Development and Health & Human Services Committee**

**Windham Town Hall, 2nd Floor Conference Room
Tuesday, July 12, 2016 - 7:00 P.M.**

1. Call to Order.

Chairman Krich called the Windham Town Council Administration, Finance, Development and Health & Human Services Committee meeting to order at 7:05 P.M.

Members present: Charles Krich, Tony Fantoli, Dennis O'Brien and Dawn Niles (arrived at 7:07 P.M.)

Lynne Ide was excused

2. Pledge of Allegiance.

Chairman Krich led all in the Pledge of Allegiance.

3. Public Comment.

Jean de Smet, Willimantic resident and Chair of the Energy Commission spoke about the Fracking Ordinance and noted she was strongly against the suggested changes to the Ordinance.

Doug Lary, 183 Summit Street, Willimantic, spoke about the suggested changes to the Fracking Ordinance. He also made reference to Section 2 & Section 3 of the proposed Ordinance.

Tom DeVivo suggested recommending to the full Town Council a freeze on the stipends for the Town Council until the end of the 3rd quarter as a reduction to the budget. He noted it is a \$15,000 expenditure.

4. Committee Member Comment.

Dennis O'Brien commended Chairman Krich for his leadership and hard work with the Committee's agendas and especially his work on the Fracking Ordinance.

Krich spoke about the Fracking Ordinance and explained the reasons for the suggested changes. He also urged the Energy Commission to provide the Administration and Finance Committee with a recommendation for fines and an appeals process for the ordinance.

5. Adoption of Minutes.

a. May 10, 2016 - Regular Meeting Minutes.

b. June 14, 2016 - Regular Meeting Minutes.

O'Brien MOVED, Niles seconded, to approve the Regular Meeting Minutes for May 10, 2016. All were in favor except Fantoli who abstained. MOTION PASSED.

Fantoli MOVED, Niles seconded, to approve the Regular Meeting Minutes for the June 14, 2016. All were in favor except O'Brien who abstained. MOTION PASSED.

6. Update and Possible Action on Senior/Community Center.

Councilmember O'Brien updated the Committee on the last meeting with the Access Agency. He noted another meeting would be scheduled shortly and stated there are a few things left to iron out. He noted however he is confident in the negotiations and they are nearing the end.

Senior Center Director Mary DeMarco noted she and Chairman of the Senior Center Advisory Board Gene Light had met with the architect to discuss the floor plan and is hoping to have a plan from the architect next week outlining the scope of services and cost.

Discussion ensued. No action was taken.

7. Continue Discussion and Possibly Acting Regarding the Town Manager Evaluation.

Chairman Krich gave a brief update on the status of the Town Manager's evaluation. He noted at this point he had only received 3 completed evaluations from Town Council members however 25 outside agencies had responded.

8. Discuss and Possibly Recommend that the Town Create a Revolving Blight Removal Fund.

Code Enforcement Director Matt Vertefeuille provided the Committee with a draft of the recommended revolving blight removal fund and explained how and what the fund would be used for. He also explained the department has always lacked funds to be proactive and noted having a revolving fund would help tremendously in cleaning up blighted properties.

After some discussion further information was requested. No action was taken.

9. Discuss and Possibly Recommend that the Town Adopt a Fracking Waste Ordinance.

Discussion took place regarding the inclusion and removal of certain language in the Fracking Ordinance. Chairman Krich again explained the reason for the suggested changes. The Committee was in support of the Ordinance however requested the recommended changes be included. No action was taken.

10. Discuss and Possibly Recommend Reductions to the Town General Government Budget.

Niles MOVED, Fantoli seconded, to recommend to the full Town Council cutting \$14,000 for the unfilled position at the Senior Center, \$37,000 for the vacant position in Animal Control and \$5,000 for the part time Deputy Fire Marshal. All were in favor. MOTION PASSED UNANIMOUSLY.

Niles MOVED, Fantoli seconded, to recommend to the full Town Council to reduce the Capital Improvement Plan by removing one 40 yard trash container for \$6,000, removing the sandblast and paint 2006 loader for \$8,000, reducing the radar signs from 4 to 2 for \$10,000, removing \$160,000 for energy efficiency, removing \$35,000 for information technology equipment and removing \$7,000 for library computers for a total of \$226,000. All were in favor. MOTION PASSED UNANIMOUSLY.

O'Brien MOVED, Fantoli seconded, to recommend to the full Town Council cutting the contributions to the Self-Insurance Reserve Funds for Medical/Health in the amount of \$186,000. All were in favor except Krich who abstained. MOTION PASSED.

Fantoli MOVED, Niles seconded, to reduce line item 54302 for Demolition & Security in the Building Department budget by \$10,000. All were in favor. MOTION PASSED UNANIMOUSLY.

Niles MOVED, Fantoli seconded, to reduce overtime in the Finance Department budget by \$1,000 and to reduce overtime in the Town Hall budget by \$1,000. All were in favor. MOTION PASSED UNANIMOUSLY.

Niles MOVED, Fantoli seconded, to reduce line item 55300 for telecommunications in the Information Technology budget by \$7,500. All were in favor. MOTION PASSED UNANIMOUSLY.

Niles MOVED, Fantoli seconded, to reduce line item 56900 for miscellaneous supplies in the Animal Control budget by \$700. All were in favor. MOTION PASSED UNANIMOUSLY.

Niles MOVED, O'Brien seconded, to reduce line item 56560 for Uniform Purchases in the Public Works Department budget by \$2,000. All were in favor. MOTION PASSED UNANIMOUSLY.

Niles MOVED, Fantoli seconded, to zero out line item 52279 for CLICK (\$2,300), to reduce line item 58262 for the Sexual Assault Center by \$2,500, to reduce line item 58276 for the Windham Textile Museum by \$2,500 and to reduce line item 58258 for Community Companion Services by \$2,500. All were in favor. MOTION PASSED UNANIMOUSLY.

11. Discuss and Possibly Recommend Changes to the Town's Ethics Ordinance.

Niles MOVED, Fantoli seconded, to postpone Item #11. All were in favor. MOTION PASSED UNANIMOUSLY.

12. Public Comment.

Dawn Niles requested the transfer station fees be on the next agenda. She also spoke about the \$650,000 grant for the downtown facades and the band shell.

Public Works Director Brad Wojick thanked the Committee for their work regarding the cuts to the CIP budget. He also spoke about the Committees decision to freeze pay raises for some professional/department head staff.

Doug Lary, 183 Summit Street, Willimantic, spoke about his expertise in computers and the cuts to the CIP budget regarding Information Technology. He explained the importance of having updated software and equipment. He suggested someone speak to IT Manager Brian Hathaway to discuss the impact the cuts may have on the Town.

13. Adjourn

Niles MOVED, Fantoli seconded, to adjourn the Windham Town Council Administration, Finance, Development and Health & Human Services Committee at 9:35 P.M. All were in favor. MOTION PASSED UNANIMOUSLY.

Submitted by

**Barbara J. McKinney
Clerk of the Council**