

**TOWN COUNCIL
ADMINISTRATION & FINANCE, HEALTH AND HUMAN SERVICES
SUB-COMMITTEE MEETING
WINDHAM TOWN HALL MEETING ROOM
SEPTEMBER 14, 2011 7:00 PM
AGENDA**

In attendance: Kevin Donohue, Erika Haynes, Mike Lessard, Joe Underwood

1. Call to order – 7:01 pm
2. Citizens and delegations

Joshua Gonzalez, lives in the house next to the incident yesterday in which Willimantic Police assisted in evacuating and their safety – he wanted to say Thank you!

3. Approval of the minutes of the August 3, 2011 meeting
Underwood MOVED, Haynes seconded to approve
Motion passed UNANIMOUSLY
4. Old business
 - a. Next steps for Charter reform activities (Haynes)
 - Review ideas from last meeting

The following is a result of the brainstorming session with the essential question “What should Charter Revision include?”

- Language of the current vs. the former type of town government
- Clarity on votes regarding new council members and affirmatives for passing
- Windham Service District vs. Windham Taxing District – consistency with the state and within the charter (exploration of why we have the Windham Service District)
- Term limits – 12 years – for discussion
- Additional clarity regarding the Town Manager’s role and authority regarding emergency powers
- Finance:
 1. Make the town finance department responsible for a single transparent all funds budget including: Windham, Willimantic, BOE, Water Commission, Water Pollution Control Authority
 2. Removal of the Board of Finance
 3. Adding power and control to the town council to assume all duties of the Board of Finance

- Develop a list of proposals to send to Council
Donohue MOVED to ask the council to create a 5 member, 2 alternate, charter revision committee which will address the points listed above. Lessard seconded MOTION PASSED UNANIMOUSLY

b. Review outstanding items

- ATV Ordinance (Chief Lisa) – Donohue summarized: Town Council charged committee to address, waiting for ATV ordinance from Chief
- Parking Options (Chief Lisa) – Donohue summarized: Chief was going to return with parking recommendations if she felt appropriate
- Ethics Statement (Doug Lary) – waiting for Lary to return with ethics statement to bring to Town Council
- Senior Center Status (Neal Beets) – waiting for Mary DeMarco to return to the subcommittee with information for takeover of building request. Beets reported that the first quarter grant check was issued to McSweeney per the outside agency granting process; senior center has had many administrative changes (change of executive director, challenges with grant funding and the dental program). Beets recommended we (Town staff) return to the senior center board to inquire regarding the operational status prior to issuance of the second quarter check.
 Additionally, Senior Summit was held at Town Hall – greatly attended, showed a wide variation of opinions regarding future needs of the town for seniors.
 Discussion of the vision of the future of Kramer – community vision, not solely reliant on the senior center.
Recommendation to town council to convene a town council meeting at Kramer with the purpose of understanding and envisioning our potential with our current town buildings, and our path to attaining the vision.
- Naming of Tree (DAR) – no response as of 9/14/11

5. New business

- a. Report on Citizen Feedback Cards (Neal Beets) – average score is 5.8 out of 6, more are submitted anonymously than with names. Complaints are more often addressed either in person or written letters. Committee recommended discontinuing the process.

6. Citizens and delegations - None

7. Adjournment – Underwood MOVED, Lessard seconded; adjourned at 8:30