



# **Windham Town Council Committee re: Public Safety, Public Works, Environment, Culture, and Recreation**

## **Revised Notice of Meeting and Agenda**

**Public Works Lower Garage Boston Post Road North Windham  
Tuesday April 12, 2016 - 7:00 P.M.**

- 1. Call to Order.**
- 2. Citizens and Delegations: Public Comment.**
- 3. Committee Members Comment.**
- 4. Approval of Minutes from March 9, 2016 Special Meeting.**
- 5.\* Discussion and Possible Action Regarding Request by the Willimantic Switchboard Fire Chief's Association for Six Month Extension to Agreement with Town.**
- 6. Discussion and Possible Action Regarding Request by Farmers Market to use Jillson Square.**
- 7. Discussion and Possible Action Regarding Landscaping at Town Hall and Windham Center Green.**
- 8. Discussion and Possible Action Regarding Landlord Permits at the Transfer Station.**
- 9. Discussion and Possible Action Regarding a Lighting Audit and Lighting Plan for Streetlights.**
- 10. Discussion and Possible Action Regarding Bike Trail and Canoe Launch Dedications.**
- 11.\* Discussion and Possible Action Regarding Establishing a Park Improvement Fund**
- 12. Citizens and Delegations: Public Comment.**
- 13. Adjournment.**

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

**Wednesday April 12, 2016 at 7:00 PM**

**Public Works Lower Garage**

**Boston Post Road, North Windham**

**1. Call to Order.**

Tom DeVivo called the meeting to order at 7:00 p.m.

Committee members present: Tom DeVivo, Lorraine McDevitt, Nectalis Martinez  
Mike Lessard, James Flores.

Town Staff Present: Scott Clairmont Assistant Public Works Superintendent, Town  
Engineer, Joe Gardner

**2. Citizens and Delegations.**

none

**3. Town Council Committee Member Comments.**

Nectalis Martinez expressed his concern about the Zika Virus spreading into  
Connecticut and things that could be done to control mosquitoes. Tom DeVivo will  
request a representative from the Health Department attend next meeting.

**4. Approval of Minutes from March 9, 2016 Special Meeting.**

A motion was made by Mike Lessard, seconded by Nectalis Martinez to accept the  
minutes. The motion passed with four in favor and James Flores abstaining.

**5. Discussion and Possible Action Regarding Request by Willimantic Switchboard  
Fire Chiefs Association for an extension to the Agreement with Town.**

The Associations attorney Barbara McGrath reviewed an amendment to the agreement  
whereby the Agreement would be extended until June 30, 2017. The Association will  
have a special meeting to formalize the request.

A motion was made by Lorraine McDevitt to bring the Amendment to the Council with  
a positive recommendation. The motion was seconded by Mike Lessard and passed  
unanimously.

**6. Discussion and Possible Action Regarding Request by Farmers Market to use  
Jillson Square.**

Scott Clairmont explained where the Farmers Market would set up. He reviews and  
approves all requests to use Town parks. There would be no conflicts with other groups  
using area. Stephanie Clark from the Farmers Market explained they had out grown  
current area. A motion was made to recommend to the full council that the Farmers  
Market be approved to relocate to the Jillson property. The motion was seconded by  
Nectalis Martinez and passed unanimously.

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Asst WINDHAM TOWN CLERK

**7. Discussion and Possible Action Regarding Landscaping at Town Hall and Windham Center Green.**

Scott Clairmont and John McGrath presented a plan turning a short road in the Windham Center Green into a stone dust path and plantings to enhance the area. Scott Clairmont presented a plan for plantings in the front of Town Hall.

The funding for the Town Hall would come from the Pageau Trust.

A motion was made by Mike Lessard to recommend approval of both projects to the Council. The motion was seconded by Lorraine McDevitt and passed unanimously.

**8. Discussion and Possible Action Regarding Landlord Permits at the Transfer Station.**

After a short discussion a motion was made by Lorraine McDevitt to recommend to the full Council the charging of landlords a fee in the amount of \$100.00 for two years as a two year trial. The motion was seconded by Mike Lessard and passed unanimously.

**9. Discussion and Possible Action Regarding a Lighting Audit and Lighting Plan for Streetlights.**

Jean DeSmet said Town needs to improve lighting.

Richard Bloomer, energy commission member gave a presentation on lighting and costs.

A motion was made by Lorraine McDevitt seconded by Mike Lessard to have the Town Engineer solicit bids to perform an audit of street lights and a lighting study. The motion passed unanimously.

**10. Discussion and Possible Action Regarding Bike Trail and Canoe Launch Dedication.**

Chair, Tom DeVivo gave an update on the planned dedications.

**11. Discussion and Possible Action Regarding Establishing a Park Improvement Fund.**

The Chair, Tom DeVivo, will request the Town Manager research whether there is a Town Beautification fund and develop a list of possible donations that could go into a fund.

**12. Citizens and Delegations.**

John McGrath would like to see funds set up to start developing the Noznick Property for recreation. Scott Clairmont stated that a shared driveway agreement needs to be reached with Douglas Manner.

**9. Adjournment.**

A motion was made by Mike Lessard to adjourn the meeting at 9:00 pm. The motion was seconded by Nectalis Martinez and passed unanimously.

Respectfully Submitted

Joseph Gardner

Town Engineer