

# WINDHAM TOWN COUNCIL MINUTES

## REGULAR COUNCIL MEETING

### WINDHAM TOWN HALL MEETING ROOM

Tuesday, April 2, 2013 - 7:00 P.M.



#### 1. **Call to Order**

Mayor Eldridge called the Town of Windham Council meeting to order at 7:00 P.M.

Town Council members present: Mayor Ernest S. Eldridge, Charles Krich, Tony Fantoli, Tom DeVivo, Lorraine McDevitt, N. Joseph Underwood, Kevin Donohue, Arnaldo Rivera, Dawn Niles and Christel Donahue

Mark Doyle arrived at 7:05 P.M.

Town Manager Neal Beets was also in attendance.

#### 2. **Pledge of Allegiance**

Mayor Eldridge led all in the Pledge of Allegiance.

#### 3. **Citizens and Delegations: Public Comment**

##### a. **Proclamation for the Children at the North Windham Elementary School.**

Mayor Eldridge stated the North Windham Elementary School children were unable to attend tonight's meeting therefore he would reschedule the presentation.

Andrew Martin, Willimantic, asked the Council to work with WRTD to have benches installed at the city bus stops. He also urged the Council to install speed bumps on Union Street and to consider repaving Riverside Drive.

#### 4. **Town Council Comment**

Tom DeVivo shared his concerns regarding the Charter Revision Commission appointments. He stated if appointments aren't made soon we could be in violation of our existing Charter.

Mayor Eldridge noted he had received five new applications from people who would like to serve on the Charter Revision Commission. He stated the appointments for the Commission will be on the agenda for the next Town Council meeting which is within the time frame needed to form the Commission.

Charles Krich stated although the appointments may be brought within the time frame, the names brought forward may not be agreeable by the Council which he noted causes him to be concerned as well. Mr. Krich encouraged the Mayor to bring forth names that will receive approval.

Mayor Eldridge stated he would make his decision on Tuesday on who he would like to appoint and would then contact the Council with his decision. He noted

this will give them time to review the names prior to the next meeting. He stated he is willing to work with them if they are willing to work with him.

**5. Adoption of Minutes**

**a. Discussion and possible action to adopt the minutes for the January 5, 2013, February 26, 2013, March 12, 2013, and March 19, 2013 meetings.**

DeVivo MOVED, Underwood seconded, to adopt the minutes for the January 5, 2013 Town Council meeting with the correction on the spelling of Tony Fantoli's last name. All were in favor except Rivera, Niles and C. Donahue who abstained. MOTION PASSED.

DeVivo MOVED, McDevitt seconded, to adopt the minutes for the February 26, 2013 Town Council meeting with the correction on the spelling of Tony Fantoli's last name. All were in favor except Rivera and Krich who abstained. MOTION PASSED.

Underwood MOVED, McDevitt seconded, to adopt the minutes for the March 12, 2013 Town Council meeting. All were in favor except Krich who abstained. MOTION PASSED.

DeVivo MOVED, McDevitt seconded, to adopt the minutes for the March 19, 2013 Town Council meeting. All were in favor except Niles who abstained. MOTION PASSED.

**6. Resignations. Receive the resignation of:**

**a. Scott Lambeck as an alternate on the Planning and Zoning Commission.**

Noted

**b. Phoebe Godfrey as an alternate on the Planning and Zoning Commission.**

Noted

**7. Appointments. Discussion and possible action to appoint or reappoint, as appropriate:**

**a. Robert L. Greenleaf as a regular member of the Senior Citizen Advisory Board, with a term ending October 1, 2014.**

Underwood MOVED, DeVivo seconded, to appoint Robert L. Greenleaf as a regular member of the Senior Citizen Advisory Board, with a term ending October 1, 2014. All were in favor. MOTION PASSED UNANIMOUSLY.

**b. Scott Lambeck as a regular member of the Planning and Zoning Commission, with a term ending December 28, 2015.**

DeVivo MOVED, Underwood seconded, to appoint Scott Lambeck as a regular member of the Planning and Zoning Commission, with a term ending December 28, 2015. All were in favor. MOTION PASSED UNANIMOUSLY.

**8. Presentations & Special Reports**

- a. Presentation by Human Services Director Mary DeMarco about a Prescription Discount Card Program for Town residents. (For action, see item 14.a, below.)**

Cindy St. Martin gave a brief presentation on the Prescription Discount Card Program. She explained the benefits of the Program and noted CCM will be keeping statistical information.

Cindy St. Martin and Town Manager Beets answered questions from the Council.

- b. Presentation by Executive Administrator Neida Rosado and Personnel Director Paul Hongo about the Town's Affirmative Action Plan. (Council request.)**

Executive Administrator Neida Rosado and Personnel Director Paul Hongo gave a lengthy presentation on the Town's Affirmative Action Plan. Ms. Rosado provided the Council with a copy of the Plan and explained the contents of the Plan.

Ms. Rosado and Mr. Hongo answered questions from the Council.

**9. Mayor's Report**

No Report

**10. Town Manager's Report**

No Report

**11. Discussion and Review of Communications**

None

**12. Resolutions and Ordinances**

- a. Discuss and consider approving a Resolution authorizing the Windham Board of Education to apply for state grants to replace the Natchaug Elementary School roof, as required by the State Department of Education, Bureau of School Facilities. (Request of Building Committee)**

McDevitt read the Resolution and moved for its adoption.

McDevitt MOVED, Doyle seconded, to adopt Resolution #2597, authorizing the Windham Board of Education to apply for state grants to replace the Natchaug Elementary School roof, as required by the State Department of Education, Bureau of School Facilities. All were in favor.

**BE IT RESOLVED by the Town Council THAT**

The Windham Board of Education is authorized to apply to the Commissioner of Education for a state grant for the replacement of the roof at the Natchaug Elementary School.

**MOTION PASSED UNANIMOUSLY**

- b. Discuss and consider approving a Resolution authorizing the Windham Board of Education and the Natchaug Roof Building Committee to prepare**

**schematic drawings and outline specifications for the replacement of the Natchaug Elementary School roof, as required by the State Department of Education, Bureau of School Facilities. (Request of Building Committee)**

DeVivo read the Resolution and moved for its adoption.

DeVivo MOVED, McDevitt seconded, to adopt Resolution #2598, authorizing the Windham Board of Education and the Natchaug Roof Building Committee to prepare schematic drawings and outline specifications for the replacement of the Natchaug Elementary School roof, as required by the State Department of Education, Bureau of School Facilities. All were in favor.

## **BE IT RESOLVED by the Town Council THAT**

The Windham Board of Education and the Natchaug Roof Building Committee are hereby authorized to prepare schematic drawings and outline specifications for the replacement of the roof at the Natchaug Elementary School.

### **MOTION PASSED UNANIMOUSLY**

#### **13. Reports of Committees, Boards and Commissions**

##### **a. Administration, Finance, Health, and Human Services Subcommittee**

K. Donohue reported the Committee will be meeting tomorrow to review a grant application prepared by the Town Manager and staff.

K. Donohue also reported the Committee will hear the public report from the Blum Shapiro evaluators regarding the Town's Finance Department. He noted a similar report will also be given to the Board of Education regarding their finance department. Mr. Donohue stated he expects an executive session to follow and for the Committee to make a recommendation to the Town Council. He also noted the Board of Finance would be in attendance.

##### **b. Public Safety, Public Works, Culture, and Recreation Subcommittee**

Krich reported the Committee had met on April 4<sup>th</sup>. He noted the Committee had discussed the Dispatch Center and a possible agreement, an RFP for Animal Control including a number of possible changes, the relocation of the Farmers Market to the major parcel and a request for updating the Community Garden Shed.

#### **14. Old Business**

##### **a. Discussion and a possible motion approving a Prescription Discount Card Program and Agreement.**

Underwood MOVED, McDevitt seconded, to approve a Prescription Discount Card Program and Agreement. All were in favor. MOTION PASSED UNANIMOUSLY.

#### **15. New Business**

##### **a. Discussion and possible action to approve construction of a shed at the community garden, as recommended by the Public Safety, Public Works, Culture and Recreation Committee.**

DeVivo MOVED, Underwood seconded, to approve the construction of a shed at the community garden that will be maintained by the Community Garden organization and become property of the Town of Windham with their staff using it and that the building fees relating to this project are waived as recommended by the Public Safety, Public Works, Culture and Recreation Committee.

**16. Future Agenda Items**

- a. Appointments to new Charter Commission.

**17. Adjournment**

DeVivo MOVED, Rivera seconded, to adjourn the Town of Windham Town Council Meeting at 8:21 P.M. All were in favor. MOTION PASSED UNANIMOUSLY.

**Submitted By:**

**Barbara J. McKinney**

Clerk of the Town Council