

TOWN OF MONTVILLE
Town Administration/Rules & Procedures Standing Committee
Tuesday, November 16, 2010
Room 102, Town Hall
6:00 PM

MINUTES

1. The meeting was called to order by Ellen Hillman at 6:03 PM.
2. Roll Call: Present were Councilor Ellen Hillman and Councilor Donna Jacobson. Absent was Candy Buebendorf, Also present: Ms. Marcia Vlaun, Montville Town Planner; Mr. Ray Occhialini, Montville Fire Marshall; Mr. Jon Leonard.
3. Remarks from the Public – none

4. Approval of minutes from October 26, 2010 – Motion was made by Councilor Hillman, seconded by Councilor Jacobson Vote 2-0, motion passed.

Councilor Hillman made a motion to add an item under New Business called 6G, “Regional Dispatch”. Seconded by Councilor Jacobson. Vote 2-0, motion passed.

Councilor Hillman made a motion to move item 6G, “Regional Dispatch” to item 6A and remove original agenda item 6A. Seconded by Councilor Jacobson. Vote 2-0, motion passed.

Councilor Hillman made a motion to remove items 6B, and 6E from the agenda. She stated that they were inadvertently carried over from the October meeting. Seconded by Councilor Jacobson. Vote 2-0, motion passed.

5. Unfinished Business

A) Cultural Awareness Committee – Councilor Hillman reported that she received an email from Dr. Angela Rola stating that she will available to attend the December Town Administration meeting. Additionally, Councilor Hillman indicated that she had not heard anything from Councilor Buebendorf regarding the letter to COG on a regional Cultural Awareness Committee.

B) Historical Committee – Ms. Vlaun discussed the transfer of the Raymond Hill Church to the Town. All documents including copies of the 1772 original deed will be filed in the Town Clerk’s office. Part of the process after obtaining the property should be to look toward beginning filing for State and/or National Historical property designation. Additionally, Ms. Vlaun reviewed the costs associated with the Town creating Historic districts. Other options included utilizing the “Homesteading Act”.

C) Disposal of Town Property – Councilor Hillman made a motion to remove this item from the agenda since she has not heard any feedback from Councilor Buebendorf about this item. Seconded by Councilor Jacobson. Vote 2-0, motion passed.

D) Human Resources Ordinance – Motion made by Councilor Hillman to approve the Human Resources ordinance as amended and send a favorable recommendation to the Town Council. Seconded by Councilor Jacobson. Vote 2-0, motion passed.

E) IT Ordinance – No action taken due to Councilor Buebendorf's absence.

F) WPCA Ordinance – No action taken due for the draft will not be available until November 17, 2010. Councilor Hillman voiced concerns of the Town Administration sub-committee being by-passed.

6. New Business

A) Regional Dispatch – Discussion included Mr. Occhialini and Mr. Leonard. Mr. Occhialini suggested that the Town Council create a committee to solicit other municipalities with the intention for establishing a regional dispatch at the new Public Safety Building Complex. Member to include 1 (one) individual from each of the following:

1. Emergency Management
2. Dispatch
3. Public Safety Building Committee
4. Public Safety Commission
5. Town Council representative to act as liaison.

Councilor Hillman made a motion to write a resolution titled Regional Dispatch Research Committee and send it to the Town Council's December meeting. Seconded by Councilor Jacobson. Vote 2-0, motion passed.

B) Reappointments to boards and commissions – No action taken due to Councilor Buebendorf's absence. Councilor Hillman made a motion to postpone until the December Town Administration meeting. Seconded by Councilor Jacobson. Vote 2-0, motion passed.

C) Capital improvement committee - Councilor Hillman presented a resolution to recommend to the Town Council for the re-establishment of the Capital Improvement Committee as well as rescind Town Council Resolution 2003-89. Motion made by Councilor Hillman to send a favorable recommendation to the Town Council. Seconded by Councilor Jacobson. Vote 2-0, motion passed.

D) Mayor's Car – Motion made by Councilor Hillman to postpone this item due to Councilor Buebendorf's absence. Seconded by Councilor Jacobson. Vote 2-0, motion passed.

7. Remarks from the Public – none

8. Remarks from Committee Members – None

9. Adjournment – Motion made by Councilor Jacobson, second by Councilor Hillman, to adjourn at 7:40 PM. Vote 2-0, motion passed.

Respectfully submitted,

Donna Jacobson