



**MINUTES OF THE
TOWN COUNCIL INFORMATIONAL
WORK SESSION
February 8, 2018**

- I. Patrick J. Mahoney, Mayor, called the meeting to order at 6:00 p.m. In attendance were: Dr. Valerie Beaudin, Derek J. Favret, Lawrence P. Jaworski, Gregory J. Morris, and Keith L. Pardieck, Council Members, Sharon L. Humm, Town Clerk, Holly K. Wahl, Town Administrator, and James Berry, Public Works Administrator. Absent was Stewart B. Cumbo, Council Member.
- II. **Pledge of Allegiance** – The Mayor led the Pledge of Allegiance.
- III. **Informational Discussion on the following items:**
 - A. **Discuss Public Works Agreement with Rod n Reel** – Wayne Newton was present to address the Council on the public works agreement between the Town and Rod n Reel, Inc. Mr. Newton presented the plans for the proposed storm filter and connection to the Town's conveyance system for the Council's review.

Mr. Newton and Mrs. Wahl will incorporate the Council's recommendations into the agreement.
 - B. **Discuss and consider Fred Sussman as attorney for Board of Appeals and Ethics Commission.** The Mayor stated that due to the resignation of former Counsel, Karen Ruff, the Board of Appeals and the Ethics Commission are in need of another attorney. Mr. Sussman was available to give a brief statement and addressed questions from the Council. The Council will consider the retention of Mr. Sussman at the upcoming Town Council meeting.
 - C. **Discuss and consider Susan Stebbing for the Planning and Zoning open position.** The Mayor stated this opening was advertised on the Town's website and has received only one applicant eager to volunteer. Ms. Stebbing was present to address the Council and was asked her thoughts on development in Town. The Council will consider the appointment of Ms. Stebbing at the upcoming Town Council meeting.
 - D. **Ethics Commission** – Chairman Kete presented to the Mayor and Council a draft set of financial disclosure forms used by the State, and is requesting the Council to review these forms and submit any comments they might have to Ms. Humm within the next week or so. The Commission will be meeting again on February 22nd and would like to have all comments by then.
 - E. **Comprehensive Plan** – The Mayor stated the Council received a memorandum from Planning and Zoning Administrator Chris Jakubiak. This memorandum gives an overview to the scope of work for the updating of the Comprehensive Plan. Mr. Jakubiak will present this to the Planning and Zoning Commission at their February 14th meeting.

F. Code Enforcement and GIS Software – Mrs. Wahl reported that the Town Administrative staff has been looking at options for upgrading the ability to track, sort, and share information as it relates to code enforcement, along with looking at ways to incorporate a GIS mapping system. Staff has been working closely with the County to implement a plan for the Town. The Comcate software offers both the code enforcement management and the GIS mapping. Also, the software offers permit and fee tracking, which are several areas the Town is looking to get into which will benefit the rental inspection program once put into service.

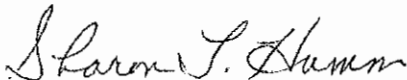
G. Council Lightning Round

1. Mr. Favret commented the next Walkable Community Committee meeting will be held on Saturday, February 10th at 11:00 am and thanked Mrs. Wahl for providing a map he had requested.
2. Mr. Pardieck thanked the Mayor for including the Council in the public works agreement discussion and having Ms. Stebbing present and available to discuss the Planning and Zoning position.
3. Mr. Morris also thanked the Mayor for including the Council in on the public works agreement discussion, thanked Mrs. Wahl for her diligent and accurate work she does in presenting matters to the Council, and commented, having a cooperative Council working together is a good thing.
4. Mr. Jaworski reported the Opioid sign is now up at the Fire House, and stated the next Economic Development meeting will be held on Monday, February 12th at 6:30 at Town Hall.
5. Dr. Beaudin reminded everyone that the Dragon Boat races are coming up and she will be looking for paddlers and donations.

IV. Adjournment:

The meeting adjourned at 7:40 p.m. on a motion by Councilwoman Beaudin. Seconded by Councilman Favret, all in favor.

Submitted by,



Sharon L. Humm
Town Clerk