

JANUARY 21, 2006 SPECIAL MEETING

The Wethersfield Town Council held a Special Meeting on January 21, 2006 at 9:30 am beginning at the Police Station Community Room, 250 Silas Deane Highway.

Present: Councilors Adil, Drake, Kirsche, Kotkin, Walsh and Chairperson Morin.

Absent: Councilors Cascio, Forrest, Fortunato

Also present: Bonnie Therrien, Town Manager

The purpose of the Special Meeting was for an Orientation of Town Departments for all Council members.

Police Department - Chief James Cetran toured the Council members around the Police Department and discussed accreditation for the Police Department, showed all of the positive parts of the new Police Station; and discussed budgetary/capital needs.

Physical Services - Mike Turner, Director of Public Works, and Jim McDonald, Assistant Director of Physical Services, toured the Council members around the renovated main offices and showed the Council capital needs that are presently being requested in the Capital Improvement Budget for 2006-2007. They also showed the Council members some of the equipment, both new and old, that is owned by the Town. The tour included all of the buildings located there, as well as the Animal Control facility and the Transfer Station.

Councilor Adil left the meeting at 11:15 am.

Social and Youth Services - Dr. Nancy Stilwell, in the newly renovated offices of Town Hall, explained to the group all of the programs her Department presently offers the residents.

Parks and Recreation - Kathy Bagley, Director of Parks and Recreation, talked about the different programs her Department offers and went into detail about the proposed Capital improvements to Mill Woods Park and possible funding mechanisms for some of the improvements.

Tax Office - Nancy DiGirolamo, Tax Collector, explained to the group about her office's role in the Town, the staffing levels and the need for more hours in her part time account for next year.

Assessor's Office - Jan Neumuth, Assessor, explained the role of the Assessor in a community, went through the revaluation process and what to expect in the future, and went through the costs of statistical versus a full scale reval.

Data Services - Paul Dudley, Data Services Manager, showed the Council members the physical plant of his operation; discussed what his office does for the Town and the Board, and discussed the computer needs of the Town.

Finance - Lisa Hancock, Finance Director, spoke to the Council about her staff members' responsibilities; an update on MUNIS and the need for additional assistance in her office.

Fire Marshal - Gary Santoro, Fire Marshal, explained his responsibilities and the computer needs of his office. He also discussed with the group the possible need for an Ordinance on CO detectors that are going off without any problems occurring in the home and the need for fines. He will research this and get back to the Town Manager.

Chairperson Morin left the meeting at 12:52 pm.

Building Department - Brian O'Connor, Chief Building Official, showed the Council members where his staff is located and went over the duties and responsibilities of his office. He told them there may be a future request for additional staff to help with Property Maintenance and Zoning Enforcement issues as this list for these two items

grows larger all of the time.

Town Clerk - Dolores Sassano, Town Clerk, went over the responsibilities of her office and showed the Council members where renovations will take place during Phase II of the Town Hall renovations. She went over the project she is working on with Disaster Recovery for all Town Clerk records and she is working with other Departments to develop a plan for this.

Library - Laurel Goodgion, Library Director, showed the Council members the plans for renovations to the Library and pointed out many problems in the building. She updated them on technology for the staff and the public. Discussion was also held on the need to close the library during parts of the renovation process.

At 2:12 p.m., Councilor Walsh moved "**TO ADJOURN THE MEETING**", seconded by Councilor Kotkin. All Councilors present, including the Chairperson, voted AYE. The motion passed 4-0-0.

Dolores G. Sassano
Town Clerk