

COMMITTEE OF THE CHAIRS
MINUTES TO MEETING OF DECEMBER 6, 2017

The Committee of the Chairs of the Town of Southington held a meeting on Wednesday, December 6, 2017 in the Finance Department Conference Room, Town Hall building, 75 Main Street, Southington, Connecticut.

The following members were present: Brian Goralski, John Leary (via Telecom), Michael DelSanto, Timothy Connellan and Mark Sciota. Also present was Paul Chaplinsky.

1. Call to Order

Chairman Christopher Palmieri called the meeting to order at 4:30 pm.

2. Approval of meeting minutes

Since this is the first meeting there are no minutes to approve.

3. Board Communications

4. Items for Discussion:

a. State Budget impacts on Town and Board of Education

The State cut an additional \$1.7 million of grants to the Town of Southington. Given the current uncertain environment, Mr. Leary would like to minimize the risk to the Town. According to the latest analysis, the Town and Board of Education are \$4.5 million short in grant revenue and the Town has \$3 million in Contingency. Both Mr. Goralski and Mr. Palmieri requested that Mr. Connellan, Mrs. DiNello, Mr. Sciota and Ms. Portelinha should have a meeting to compare numbers so that everyone is on the same page.

Mr. Sciota stated that the Town Departments have been reviewing their budgets looking for reductions in expenditures, which will most likely entail cutting programs. Mr. Sciota has frozen about \$1 million in cash funded capital projects. Mr. Connellan has put a freeze on everything except what is absolutely necessary for curriculum...a soft freeze. Per Mrs. DiNello the Board of Education has put about \$1 million of operating expenditures on hold, and two Capital Projects totaling about \$250 thousand. Mr. Leary stated that if we are looking at a more sustained problem at the State, we need to make more substantive changes.

The four individuals will meet to discuss the current grant projections, and the results will be on the agenda for the January meeting.

b. West Street Corridor Proclamation (See attachment)

Mr. Chaplinsky stated that the Planning & Zoning Commission supports a collaborative and comprehensive study to examine and analyze the deficiencies and needs of the West Street Corridor to maximize its potential. They also support securing State funding as well as supplementary Town funding to complete this study. Mr. Chaplinsky estimates the cost to be \$160 thousand. There might be some funds available this fiscal year in the Economic Development and Planning Departments. This is an important road for safety and can help with Economic Development. We will move forward with the presentation to the Town Council at their January 8th meeting.

c. Town Attorney Transition

At the December 11th meeting Mr. Sciota will transition from Town Attorney/Deputy Town Manager to Interim Town Manager. The Town Council will appoint a Town Attorney and a Deputy Town Attorney, which will both be contractual. Going forward, the Town Attorney will not attend the Planning & Zoning Commission meetings. Mr. Sciota will continue to meet with staff members at 3:00 pm prior to the Planning & Zoning Commission meetings

5. Public Communications

Brian Gaylord asked if we will continue with the Town Attorney and Deputy Town Attorney. Mr. Sciota stated that we will hire contractors and pay them for work performed.

Jack Perry stated that he understands that the Town Council can appoint a Town Attorney and Deputy Town Attorney but a lot of Towns do a Request for Proposal (RFP) for a Town Attorney requesting municipal experience.

Brian Gaylord asked if we are signing a lengthy contract. Mr. Sciota stated that the Town Attorney is appointed for two years per Town Charter and to correspond with the Town Council's term.

6. Old Business

None

7. New Business

a. Vote on 2018 Meeting Schedule

After some discussion, a motion was made that the Committee of the Chairs would meet the first Wednesday of every month at 4:30 pm in the Finance Department Conference Room, except on July 3rd due to the Holiday. Mr. Leary would like to continue to dial in. Motion passed unanimously.

Motion to adjourn by Mr. DelSanto and seconded by Mr. Goralski. The meeting was adjourned at 5:20 pm.