

COPY RECEIVED
DATE: 5/11/18
TIME: 10:05 AM
TOWN CLERK'S OFFICE

MINUTES
10-Year Strategic Planning Committee
Wednesday, May 9, 2018 @ 7:00pm
Norma Drummer Room/Seymour Town Hall

Members Present: Bruce Baker, Don Smith, Stephan Behuniak, Rory Burke & Trish Danka (7:35 PM)

Members Absent: Kathie Vrluk & Corey Marchetti

Others Present: None

Item #1: Call meeting to order

The meeting was called to order at 7:05 PM.

Item #2: Pledge of Allegiance

All present stood and recited the Pledge of Allegiance.

Item #3: Public comment

There was no public comment.

Item #4: Approval of minutes

A motion was made to approve the minutes from the April 10 meeting.

Motion: Rory Burke

Second: Stephan Behuniak

Vote: 3-0-1 (Don Smith abstains)

Item #5: Review interviews conducted

Stephan and Don interviewed the Public Works Director. An additional building is needed because the current facility is at capacity. The budget for parks maintenance is controlled by the Parks Commission but the labor is supplied by Public Works. The large plow trucks are becoming a concern, particularly when one goes down during a storm.

Rory and Bruce interviewed the Facilities Director. He stressed that it is a new position and the concept is still being put together and that there are various impediments to accomplishing the vision of a single, unified department. There are issues with the unions in terms of bringing all custodial staff under his supervision. He also has no administrative support and that would be helpful. He wants to integrate the electronic work order system already used by the schools on the Town side. He wants to create a vendor list and centralize purchasing. The outstanding issues include staffing and budget constraints.

Rory and Trish met with the Town Historian. She wants to establish a historic building preservation ordinance. It is already in process with the Selectmen. She wants to do a better job promoting the existing National Historic District in downtown. She wants to update the WPA historic building survey and make it available to the public. She wants to start a program where historic buildings in Town have plaques denoting their construction date and significance. She wants to create a historic building map.

Item #6: Open discussion

There was no open discussion.

Item #7: Public comment

There was no public comment.

Item #8: Adjournment

A motion was made to adjourn the meeting at 8:25 PM.

Motion: Don Smith

Second: Stephan Behuniak

Vote: 5-0

Submitted by,

A handwritten signature in black ink, appearing to read 'Rory/Burke', with a long horizontal flourish extending to the right.

Rory Burke
Recording Secretary