



Town of Groton, Connecticut

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Town Manager
(860)441-6630

Meeting Minutes

Town Council

Mayor Harry A. Watson, Councilors Heather Sherman Bond, Kathryn M. Brown-Tracy, Catherine Kolnaski, Deborah B. Monteiro, Frank O'Beirne, Jr., Rita M. Schmidt, Paulann H. Sheets, and James L. Streeter

Wednesday, November 5, 2008

7:30 PM

Town Hall Annex - Community Room 1

REGULAR MEETING

I. ROLL CALL

The meeting was called to order at 7:31 p.m. by Mayor Harry Watson.

Members Present: Mayor Watson, Councilor Bond, Councilor Brown-Tracy, Councilor Kolnaski, Councilor Monteiro, Councilor O'Beirne, Jr., Councilor Schmidt, Councilor Sheets and Councilor Streeter

Also present were Town Manager Mark Oefinger, Assistant to the Town Manager Lee Vincent, Town Clerk Barbara Tarbox, and Office Assistant Lori Watrous.

II. SALUTE TO THE FLAG

The Salute to the Flag was led by Mayor Watson.

III. RECOGNITION, AWARDS & MEMORIALS

2008-0250 Proclamation Recognizing the 2008 Reunion of the 67th and 5th Naval Seabee Battalions

Read

The proclamation was read by Mayor Watson.

Expression of Gratitude

Councilor Kolnaski expressed her thanks to the Town Clerk, staff, and the Registrars of Voters for all their hard work during this election season.

IV. RECEIPT OF CITIZENS' PETITIONS, COMMENTS AND CONCERNS

None.

V. RESPONSES TO CITIZENS' PETITIONS, COMMENTS AND CONCERNS

None.

VI. CONSENT CALENDAR

a. Approval of Minutes

2008-0274 Approval of Minutes (Town Council)

RESOLUTION ACCEPTING TOWN COUNCIL MINUTES

RESOLVED, that the minutes of the Town Council meeting of October 21, 2008 are hereby accepted and approved.

This Matter was Adopted on the Consent Calendar.

b. Administrative Items

2008-0258 Special Trust Fund Contributions

RESOLUTION ACCEPTING CONTRIBUTIONS TO SPECIAL TRUST FUNDS

RESOLVED, that the Town Council hereby accepts contributions to the Town as follows:
The Pride Committee at Fitch Senior High School - \$167.00 - Tercentennial Legacy Playground
Thomas Nahornik - \$200.00 - Maritime Academy Miscellaneous

This Matter was Adopted on the Consent Calendar.

c. Deletions from the Town Council Referral List**2008-0247 Budget Guidelines for FYE 2010**

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

2008-0248 2009 Rates for Shennecossett Golf Course

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

2008-0264 Revised State Grant - Tercentennial Legacy Playground

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

2008-0275 Appointment of Robin Moulding to Retirement Board

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

2008-0246 Introduction of an Ordinance on Property Tax Relief

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

2008-0263 Resolution Setting Public Hearing on Ordinance on Property Tax Relief

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

Passed The Consent Calendar

A motion was made by Councilor Sheets, seconded by Councilor Schmidt, to adopt the Consent Calendar, including all the preceding items marked as having been adopted on the Consent Calendar. The motion carried unanimously

VII. COMMUNICATION REPORTS (Other than Committee Reports)**a. Town Councilors**

Councilor Monteiro was present at a Golf Advisory Board meeting and also received a communication concerning budget guidelines. She attended a meeting regarding the master plan for the Parks and Recreation Department.

Councilor Sheets received some concerns from older citizens who had long waits at the polls, and wonders if there could be separate provisions for these individuals. Also, if there is a problem with an individual voter that requires a lot of time to rectify, perhaps that person could be taken aside to keep the rest of the line flowing. She, along with Councilor Monteiro, counted absentee ballots on election day, and stated that as a country we have come a long way and should be very proud.

Councilor Streeter received a call regarding the proposed trail at the Wright property. He, along with Councilor Brown-Tracy, Councilor Monteiro, and Mayor Watson, had a guided tour of that proposed trail. Councilor Streeter also noted that Groton Ambulance is erecting a new storage garage for their new ambulance.

Councilor Kolnaski attended the Ledge Light Health District Finance Committee meeting, the Phase II Education Design Committee meeting, and the Senior Citizens Computer Council meeting. She volunteered for the Flu Clinics at the Groton City Municipal Building and the Town Hall Annex. Councilor Kolnaski also received some concerns from RTM members about the resolution on tonight's agenda regarding budget guidelines, and thanked the Town Clerk and her staff again for their efforts during this election season.

Mayor Watson was present at the CCM convention, a Pequot Woods Advisory Board meeting, and a joint City Council/Town Council meeting. Mayor Watson gave a greeting to the new pastor at Old Mystic Baptist Church. He has been contacted to be part of discussions regarding the five-year master plan for the Parks and Recreation Department.

b. Clerk of the Representative Town Meeting

There will be an RTM meeting on November 12, 2008. This will be the last meeting at the Senior

Center until renovations are complete.

c. Clerk of the Council

In response to some of the voting concerns, the Town Clerk stated that many elderly persons voted by absentee ballot this year because they were concerned that they could not stand in line for a long period of time. The Town Clerk, Registrars of Voters, and the Central Counting Moderator will meet to discuss better flow for future elections. There were 384 presidential ballots issued at Town Hall, and 15,028 or 73.4% of the registered voters in Groton came out to the polls. The proposed Charter passed in every district and will become effective on January 3, 2009.

d. Town Manager

The Town Manager announced that the next Committee of the Whole meeting is scheduled for Wednesday, November 12, 2008. There will be a public information session regarding the Mortimer Wright property that night. He further stated that all Town offices will be closed on Veterans Day, November 11, 2008. The Town Manager highlighted the fact that S&P increased the Town's bond rating, and commented that bond rating agencies are looking more and more at management practices, sticking to game plans, not raiding funds for short term gain, and fund balances. He further stated that the Town Council and RTM have been a big part of this rating. The Town Manager met with Dr. Mitchell, and the Board of Education would like a joint meeting with the Town Council on December 1, 2008, to discuss the budget as well as other items. On November 9, 2008, the Friends of Fort Griswold will have a Libation Memorial Ceremony in recognition of fallen warriors. The Town's official statement has been prepared. This document is generated prior to bond rating and sales, and is a snapshot in time of the community, its finances, and development. The revised Charter has been approved and the Town Council and staff will need to do many things before January 3, 2009 when it will become effective. On tonight's agenda there is an introduction of an Ordinance on Property Tax Relief and a public hearing date will be set.

e. Town Attorney

No report.

VIII. COMMITTEE REPORTS

a. Community & Cultural Development - Chairman Brown-Tracy

No meeting, no report.

b. Economic Development - Chairman Bond

No meeting, no report.

c. Education/Health & Social Services - Chairman Kolnaski

No meeting, no report.

d. Environment/Energy - Chairman Sheets

No meeting, no report.

e. Finance - Chairman Schmidt

No meeting, no report.

f. Personnel/Appointments/Rules - Chairman O'Beirne

Councilor O'Beirne read the minutes of the meeting held on October 28, 2008, which are on file in the Town Clerk's Office.

g. Public Safety - Chairman Streeter

No meeting, no report.

h. Public Works/Recreation - Chairman Monteiro

No meeting, no report.

i. Committee of the Whole - Mayor Watson

The Committee of the Whole discussed proposed budget guidelines, a change in the Tercentennial Playground Grant amount, and the rates for Shennecossett Golf Course.

IX. UNFINISHED BUSINESS

None.

X. NEW BUSINESS

2008-0247 Budget Guidelines for FYE 2010

RESOLUTION ESTABLISHING BUDGET GUIDELINES FOR FISCAL YEAR ENDING (FYE) 2010

WHEREAS, the Town Council desires to provide guidance to the Town Manager for the preparation of budget estimates for accounts under his management, as well as to provide guidance to the Groton Board of Education, to the political subdivisions of the City of Groton and Groton Long Point, and to Outside Agencies, now therefore be it

RESOLVED, that the Town Manager, in his Proposed Budget for FYE 2010 is requested to present Town appropriations estimates of zero percent, one percent, two percent and three percent over the Approved Budget for FYE 2009, along with highlights to show program components and activity levels for the departments and functions, at each of the four levels of appropriations, and be it

FURTHER RESOLVED, that the Board of Education, the City of Groton, Groton Long Point, and Outside Agencies are likewise requested to present budgets for FYE 2010 Town appropriations that provide for Town funding increases of zero percent, one percent, two percent and three percent over approved FYE 2009 appropriations, along with explanations of program components and activity levels at each of the four levels of appropriations.

This matter was Re-referred to the Town Council Committee of the Whole.

Councilor O'Beirne stated that his intent for this resolution was not that four separate budgets be prepared with none of those accorded priority. His intent was that a basic budget with a 0% increase be prepared, but also to give the Town Manager the option to make a case for additional programs and funding that may be necessary for Town operations.

MOTION TO AMEND was made by Councilor O'Beirne, seconded by Councilor Sheets. The amendment would replace paragraphs 2 and 3 as follows:

RESOLVED that the Town Manager is requested to provide a base budget for FYE 2010 which represents an amount equal to the approved budget for FYE 2009. In addition, he is requested to provide incremental options equal to 1%, 2%, and 3% above the base budget. Program components and descriptions of the options should be displayed.

FURTHER RESOLVED that the Board of Education, the City of Groton, Groton Long Point, and Outside Agencies are likewise requested to provide a base budget equal to the approved budget for FYE 2009 with incremental options representing 1%, 2%, and 3% above the base budget along with explanations and descriptions of the options.

Councilor Kolnaski will not support this amendment as it will take a lot of time for the Town Manager and staff.

Councilor Schmidt will not support this amendment because she feels that the Town Manager should present a budget to the Council that reflects the actual needs of the Town and its operations. It is then the responsibility of the Town Council and the RTM to make changes they feel are necessary.

Councilor O'Beirne feels that without this requested guidance the Council will be removed from the budget process. The RTM has the ability to restore any of the cuts that the Council makes to the Manager's budget.

Mayor Watson mentioned that the Town Attorney gave an opinion in 2007 on whether the Town Council can compel the Town Manager to submit a budget in a stated amount. After reviewing the Charter, the Town Attorney replied that they may not. In Mayor Watson's opinion, Groton has a great Manager and staff who know how to do their jobs, and any guidance should be at the budget table. Mayor Watson will not support this amendment or the main resolution.

Councilor O'Beirne stated that the wording of the Town Attorney's letter reads that the Council may not compel the Manager to present a certain budget, and noted that both the amendment and the resolution are requests, not directives.

Councilor Brown-Tracy will not support this amendment.

Councilor Streeter believes that the Town Manager has previously asked the Council for guidance before preparing the budget.

The Town Manager stated that it is always good to receive guidance, but giving an arbitrary number without knowing the revenues or needs is not guidance. He is, however, seeking guidance such as: What does the Council want the Town to do differently? What programs or services does the Council want modified? Does the Council want to do more or less with those programs or services?

Councilor Bond thinks that the Council needs to decide what taxpayers can afford to pay in these economic times. She suggests that the Council tell the Town Manager what they would like to see. Councilor Bond would like to see some outsourcing of services now provided by Public Works; an immediate hiring freeze; no new employees; consolidation of departments, and perhaps a reduction in positions. However, she feels that the Council's job is to set policy, not enter into the details of the budget. Councilor Bond will support this amendment.

Councilor Sheets supports this amendment, but perhaps there could be a compromise if the Town Manager generates a budget with no increase and also presents a budget that would be deemed the actual Town Manager's Budget.

The Town Manager clarified that he has never asked the Council to give him a number as a goal. Mr. Oefinger is concerned about creating ill-will and confusion through the process, and projects that next year's proposed budget could have a 3.6% increase. He noted that two years ago a 0% increase was requested and he came in with a 0.6% decrease, but after additions by the Council the budget reflected a 2.8% increase. He would like to avoid an ineffective process. At a million dollars, there would be cuts to programs, projects, and jobs. The Town Manager will identify job reductions when he ultimately has to, but prefers not to outline those cuts as an exercise.

Councilor Kolnaski stated that the Board of Education, the City, and Ledge Light Health District may not be able to keep a level budget, and believes this resolution is premature.

Councilor Bond stated that when considering the previous budgets, the items that were cut were hot button items (i.e., community policing, animal control officer, the pump out boat, closing the library on Sunday) and in her opinion, there wasn't much thinking about other items such as consolidating departments and outsourcing.

Councilor Sheets thinks that the Town Manager has a good point with the request for input on

what the Council thinks could be cut, the consequences of those cuts, and their dollar values. She suggested that before a vote is taken Councilors come up with individual lists of items for the Town Manager to consider along with an estimated dollar amount. If a vote is taken tonight she will vote for this amendment.

Councilor Monteiro stated that the way that the resolution as it is worded requests the Town Manager to come in at a set amount. She would like to see a zero dollar increase but is not sure that it would be practical. Councilor Monteiro does not want to specify an amount, but would much rather table this discussion and sit down with some of the Town staff to try to identify some areas for reduction.

MOTION TO RE-REFER this Resolution to the Committee of the Whole was made by Councilor Monteiro, seconded by Councilor Sheets.

Councilor O'Beirne thinks that re-referring this Resolution will just put off the inevitable.

Councilor Sheets suggested that each Councilor prepare a list and get it to the Town Manager for distribution to Councilors. The Council could then get feedback and input from the Town Manager and Department Heads.

VOTE on MOTION TO RE-REFER carried 6 In Favor, 3 Opposed (Opposed: Councilors Bond, Streeter, and O'Beirne).

2008-0248**2009 Rates for Shennecossett Golf Course**

RESOLUTION SETTING 2009 RATES FOR THE SHENNECOSSETT GOLF COURSE

WHEREAS, the Town of Groton's Shennecossett Golf Course operates as an enterprise fund, separate from the Town's general fund budget, and

WHEREAS, the Golf Advisory Board and the Parks and Recreation Commission have recommended a schedule of fees for calendar year 2009, now therefore be it

RESOLVED, that the municipal golf course rates for the year 2009 shall be the rates as attached to this resolution.

A motion was made by Councilor Monteiro, seconded by Councilor Schmidt, that this matter be Adopted.

The motion carried unanimously

2008-0264**Revised State Grant - Tercentennial Legacy Playground**

RESOLUTION AUTHORIZING THE TOWN MANAGER TO ENTER INTO AN AGREEMENT WITH THE STATE OF CONNECTICUT FOR A TERCENTENNIAL LEGACY PLAYGROUND GRANT

RESOLVED, that Mark R. Oefinger, Town Manager of the Town of Groton, be and hereby is authorized to execute on behalf of this municipal corporation a Personal Services Agreement with the State of Connecticut for financial assistance in the amount of \$40,000 for the Tercentennial Park Playscape (CSAP 2008-24), and be it further

RESOLVED, that Mark R. Oefinger is hereby authorized to enter into such agreements, contracts and execute all documents necessary to said grant with the State of Connecticut.

BE IT FURTHER KNOWN that Mark R. Oefinger was appointed Town Manager. His term of office began on July 1, 2002 and continues to date. As the Town Manager, Mark R. Oefinger serves as the Chief Executive Officer for the Town of Groton, and is duly authorized to enter into agreements and contracts on behalf of the Town of Groton.

A motion was made by Councilor Schmidt, seconded by Councilor Sheets, that this matter be Adopted.

The motion carried unanimously

2008-0275

Appointment of Robin Moulding to Retirement Board

RESOLUTION APPOINTING ROBIN MOULDING TO THE RETIREMENT BOARD

WHEREAS, the Town Charter, at Section 5.5, has established a Retirement Board of six members, appointed for three-year terms, and "entrusted with the management of the retirement system of the Town", and

WHEREAS, Robin Moulding has offered to serve as a participant member of the Board, therefore be it

RESOLVED that the Town Council appoints Robin Moulding, 107 Haley Road, Mystic, to the Retirement Board, for a term ending 12/31/09.

A motion was made by Councilor O'Beirne, Jr., seconded by Councilor Kolnaski, that this matter be Adopted.

The motion carried unanimously

2008-0246

Introduction of an Ordinance on Property Tax Relief

INTRODUCTION OF ORDINANCE ON PROPERTY TAX RELIEF FOR HOMEOWNERS AGE SIXTY-FIVE OR OVER OR PERMANENTLY AND TOTALLY DISABLED

Sec. 14.5-10. Property Tax Relief for Homeowners Age Sixty-Five or Over or Permanently and Totally Disabled.

(a) Established. The Town of Groton hereby enacts a program of tax relief with optional supplemental tax deferral for the elderly and disabled pursuant to C.G.S. § 12-129n for eligible residents of the town on the terms and conditions provided herein.

(b) Definitions. The following words, terms and phrases, when used in this subdivision, shall have the meaning ascribed to them in this section, except where the context clearly indicates a different meaning:

"Adjusted gross income" means the adjusted gross income as defined by the U.S. Internal Revenue Code.

"Applicant" means an individual who applies for property tax relief under this section. This term should be interpreted, where appropriate, as including a married couple applying jointly for relief under this ordinance.

"Cut-off date" means December 31 of the year preceding application for real property tax relief under this section.

"Ordinance beneficiary" means an applicant who has qualified for and received tax relief under this ordinance for any given tax year.

"Principal residence" means a dwelling in which an individual resides for at least one-hundred eighty-four (184) days during the calendar year in question.

"Qualified property" means real property for which an applicant has applied for and received tax relief under this ordinance.

"Qualifying income" means adjusted gross income of the applicant, less the amount of federally qualified deductible medical expenses. Adjusted gross income shall have the meaning as defined

in the Internal Revenue Code of 1954, as amended, plus tax exempt interest as defined in Section 103 of the Internal Revenue Code of 1954, as amended, plus dividend exclusions as set forth in Section 116 of the Internal Revenue Code of 1954, as amended, plus social security benefits, railroad retirement benefits or income from other tax exempt retirement and annuity sources, plus any other income not included in the above classifications.

"Taxpayer" means a person obligated to pay real property taxes to the Town of Groton. This term should be interpreted, where appropriate, as including a married couple jointly responsible for the payment of real property taxes to the Town of Groton.

"Terminating transfer" means a sale or conveyance of qualified property with the result that the ordinance beneficiary no longer owns the property nor retains the obligation under C.G.S. § 12-48 to pay real property taxes on the property. Terminating transfers shall include without limitation probate distributions of qualified property to someone other than a qualified spouse. The date of a terminating transfer shall be the date the instrument of sale or conveyance, including probate distribution, is recorded or fourteen (14) days from the instrument's execution, whichever is earlier.

(c) Eligibility. Any person who owns real property in the Town of Groton or who is liable for the payment of taxes thereon under Section 12-48 of the Connecticut General Statutes and occupies that property as his or her principal residence shall be eligible for real property tax deferral, provided that all of the following conditions are met:

(1) Age or Disability. Such applicant is:

(A) sixty-five (65) years of age or over at the cut-off date, or his or her spouse, residing with said applicant, is sixty-five (65) years of age or over at the cut-off date; or

(B) sixty (60) years of age or over at the cut-off date and the surviving spouse of a taxpayer who was qualified in Groton under this section at the time of his or her death; or

(C) under age sixty-five or has a spouse, living with him or her, under age sixty five and either is eligible in accordance with applicable federal regulations to receive permanent total disability benefits under Social Security, or has not been engaged in employment covered by Social Security and accordingly has not qualified for benefits thereunder, but has become qualified for permanent total disability benefits under any federal, state or local government retirement or disability plan, including the Railroad Retirement Act and any government-related teacher's retirement plan, in which requirements with respect to qualifications for such permanent total disability benefits are comparable to such requirements under Social Security.

(2) Residency. The applicant qualifying under subsection (c)(1) has been a resident of the town for a period of not less than four years.

(3) Delinquency. Neither the applicant nor his or her spouse owes delinquent sewer use charges, property taxes, or benefit assessment taxes of any kind to the Town of Groton.

(4) Maximum Income Limits. Any applicant who meets the eligibility criteria set forth in subsections (c)(1), (2) and (3) above shall be eligible for the real property tax deferral, provided such applicant's qualifying income for the calendar year prior to application does not exceed the applicable maximum amount set forth below.

Years of Residence	Single	Married
4-11	\$32,800	\$40,000
12+	\$50,840	\$62,000

(d) Application for benefits.

- (1) Tax relief under this ordinance shall be available for the tax year beginning July 1, 2009 and for all succeeding years.
- (2) Applications for benefits under this ordinance shall be filed annually with the assessor during the period from February 1 to May 15.
- (3) The tax collector and assessor shall prescribe, with regard to their respective duties under this ordinance, such forms and procedures as may be necessary to implement this section. All applicants must submit a federal income tax return for the calendar year prior to the date of application. The Assessor, in addition, shall satisfy himself or herself as to the qualifying income of any applicant for benefits under this article by requesting and reviewing such other evidence of qualifying income as he or she may reasonably deem pertinent. Applicants who were not required to file a federal Income Tax return for the qualifying year preceding their application for tax relief must submit equivalent evidence of income for the approval of the Town Assessor.

If there has been a change to such applicant's qualifying income that affects eligibility for the benefit provided under this ordinance, the applicant must notify the Assessor of the changed circumstances as soon as practicable. All applications, federal income tax returns filed therewith and any additional evidence of qualifying income which the assessor may require shall be treated as given in confidence and shall not be open to public inspection.

(e) Tax benefits for eligible taxpayers. The real property tax relief provided under this section shall be in addition to State of Connecticut tax benefits under C.G.S. § 12-129b to 12-129d, inclusive, or 12-170aa. No property tax relief received by a taxpayer under any Town tax relief programs shall exceed in the aggregate the total amount of tax which would otherwise be laid against the taxpayer.

(f) Proration of tax deferral. The property tax deferral provided for by this ordinance may, in any case where title to real property is recorded in the name of the taxpayer or his or her spouse and any other person or persons, be prorated to reflect the fractional share of such taxpayer or spouse, or, if such property is a multiple-family dwelling, such relief or deferral may be prorated to reflect the portion of such property occupied by taxpayer.

(g) Forfeiture of and limitations upon benefits.

- (1) Any ordinance beneficiary who is later found to be ineligible after filing a false affidavit or presenting materially false information on the application for benefits will be liable to reimburse the town for all benefits received. The amounts to be reimbursed will be treated as unpaid taxes from the date the taxes would have been due except for the benefits provided under this section, and will be subject to interest and penalties as prescribed by law.
- (2) In any tax year in which a terminating transfer of qualified property occurs, benefits under this section shall end as of the date of transfer. The assessor shall compute the tax liability for the property to the end of the tax year without the benefits provided under this ordinance and the tax collector shall bill the property's new owner for the additional tax liability resulting from the loss of benefits under this section.
- (3) Total tax benefits granted under this ordinance in any tax year shall be limited to 0.5% of the total adopted budget in such municipality in the preceding tax year.
- (4) The year to year accumulated/total amount of tax relief granted under this program may not

exceed 5.0% of the prior year adopted budget.

(h) Reimbursement and Liens.

(1) The Town shall have a lien on the qualified property in the amount of the relief granted under this section with any such lien having priority in the settlement of such ordinance beneficiary's estate. The total accumulated tax and interest will be due to the Town upon a terminating transfer or upon the death of the ordinance beneficiary. However, as set forth in (c)(1)(B), a surviving spouse over the age of sixty (60), having taken over ownership of the property and meeting the other qualifications, may continue in the deferment.

(2) Interest at the Wall Street Journal prime rate applicable to May 15th of the year of application (the closing date for applications for tax relief under this ordinance) minus 1% shall be charged as simple interest applied to the total accumulated tax deferred each year for each parcel affected by operation of this ordinance. The interest rate charged shall never be less than 0%.

(i) Amendment. After the effective date of this ordinance, the plan for property tax relief contained herein may be amended by resolution of the Town Council.

(j) Appeals. Any person aggrieved by the decision of the tax assessor with respect to the benefits provided under this section may appeal to the Town Council within thirty (30) days of such adverse decision.

This matter was Introduced by the Mayor and Referred for Information only to the RTM to the Representative Town Meeting.

2008-0263

Resolution Setting Public Hearing on Ordinance on Property Tax Relief

RESOLUTION SETTING PUBLIC HEARING ON AN ORDINANCE ON PROPERTY TAX RELIEF FOR HOMEOWNERS AGE SIXTY-FIVE OR OVER OR PERMANENTLY AND TOTALLY DISABLED

RESOLVED, that the Town Council will hold a public hearing on an Ordinance on Property Tax Relief for Homeowners Age Sixty-Five or Over or Permanently and Totally Disabled on Tuesday, December 2, 2008 at 7:30 p.m. in Town Hall Annex Community Room 1.

A motion was made by Councilor Kolnaski, seconded by Councilor Schmidt, that this matter be Adopted.

The motion carried unanimously

XI. OTHER BUSINESS

Councilor O'Beirne stated that as a result of the new Charter being approved there are several actions required by the time it becomes effective on January 03, 2009.

2008-0281

Authorization of Agencies, Authorities, Boards, Commissions and Committees

AUTHORIZATION OF AGENCIES, AUTHORITIES, BOARDS, COMMISSIONS AND COMMITTEES

The accuracy of the publication outlining boards and commissions will be reviewed, and then formalized by resolution.

This item was referred to the Town Council Personnel/Appointments/Rules/Legislation Committee.

2008-0282

Town Departmental Structure

TOWN DEPARTMENTAL STRUCTURE

Due to the fact that the newly approved Charter has removed descriptions of the Town staff (i.e., departments), a document outlining the departmental structure of Town staff needs to be generated.

This item was referred to the Town Council Personnel/Appointments/Rules/Legislation Committee.

XII. ADJOURNMENT

A motion to adjourn at 9:01 p.m. was made by Councilor Kolnaski, seconded by Councilor Brown-Tracy and so voted unanimously.

Attest:

*Barbara Tarbox, Town Clerk
Clerk of the Council*

Lori Watrous, Office Assistant