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Board of Selectmen
Special Meeting

December 4, 2018
7:00 P.M. Town Hall

Present: Bruce Adams, Chris Garrity and Jeff Parkin.

Also present: Darlene Brady, Patty Braislin, Karen Chase, Ellen Corsell, Debbie Devaux, Tony DiPentima, Lesly Ferris, Jan Gadiel, Donna Hayes, Barbara Herbst, John Johnson, Connie Manes, Elissa Potts, Leah Pullaro, Rick Osborne and Lynn Worthington.

Mr. Adams called the meeting to order at 7:00 p.m.

Mr. Adams stated that Mr. Garrity created the agenda and he turned the meeting over to him. Mr. Garrity started by asking which department is your office most connected? The answers varied from department heads or commission members. Department heads are more connected to the other departments, commission members primarily work directly with one department head.

Mrs. Brady stated that it would be nice to have a one page "fact sheet" for new residents. It was noted that the Town of Washington has a booklet.

Mrs. Brady stated that there is a place on the Town website to sign-up for any or all agenda and minutes that are filed for any board and/or commission.

There was a discussion about the First Selectman's newsletter. Overall the consensus is that it provides a lot of information but could be expanded to include things like a department of the month. Also, people would like to see hard copies made available for residents who do not have access to a computer.

There was discussion about video taping the Board of Selectmen's meetings. It was suggested that perhaps all meetings should be video taped.

There was a discussion about F.O.I. and everyone's comfort level. It was suggested that perhaps it is time for a refresher F.O.I. session.

Ms. Manes stated that she would like to see a meeting that focused on the POCD.

Mr. Garrity noted that the meeting had gone about one hour and fifteen minutes and felt that it was a good time to wrap it up. Mr. Garrity thanked everyone and made a motion to adjourn the meeting at 8:15 p.m. Mr. Parkin seconded the motion and the motion carried.


Joyce Kearns
Administrative Assistant

These are draft minutes and the Board of Selectmen at the subsequent meeting may make corrections. Please refer to subsequent meeting minutes for possible corrections and approval of these minutes

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WARNING
SPECIAL MEETING OF BOARD OF SELECTMEN

TOWN CLERK
KENT, CONNECTICUT

A SPECIAL MEETING OF THE BOARD OF SELECTMEN WILL BE HELD

TUESDAY, DECEMBER 4, 2018	7:00 P.M.	TOWN HALL
DATE	TIME	PLACE

NOTICE OF SPECIAL MEETING:
(Must be filed not less than 24 hours prior to holding a meeting)

AGENDA:

- I. Department overviews-synopsis of areas of influence.
 - i. Which Department is yours most connected?
 - ii. What is the main connection point?
 - iii. Ideas to strengthen common processes?
- II. Discussion on Department Interaction with Public
 - i. Most common complaint?
 - ii. Ideas to make service better?
 - iii. Are we a business?
 - iv. Techniques for Problem Solving?

BOARD OF SELECTMEN

JOYCE KEARNS
ADMINISTRATIVE ASSISTANT

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