

**MONROE TOWN COUNCIL  
COMMITTEE ON LEGISLATIVE & ADMINISTRATIVE MATTERS  
Monroe, Connecticut**

**MINUTES**

**Monday, September 19, 2016  
Town Hall Conference Room 204**

**Meeting CTO @ 6:37 pm**

**Present: Members Sean O'Rourke (SO), Dee Dee Martin (DM), Francis Lieto (FL);**

**Also Present: Ken Kellogg, Enid Lipeles**

**I. New Business**

- Proposed Changes to Town Code Chapter 291
  - Discussion: Description of changes recommended by BOH. Proposed revisions more comprehensive and in line with current standards. It was recommended to change by broadening reference to non-profit section and deleting specific references in Seasonal definition under 291-1. It was further recommended that BOH have an affirmative obligation to send fee schedule to TC for review annually under 291-5. Finally, mandate corrective action within 48 hours under 291-10. QFO provision recommended is designed to close state loophole and ensure QFO current on standards. Other provisions reviewed line by line.
  - Motion for consideration by TC as amended: DM (FL): Approved 3-0
- Proposed Changes to Town Code Chapter 305
  - Discussion: Old coded simply cited to CGS. New cites to TOM Code and defaults to State in case of absence and in case of conflict, to the higher standard.
  - Motion for consideration by TC as amended: SO (FL): Approved 3-0
- Proposed Changes to Town Code Chapter 470
  - Discussion: Presentation by Ken Kellogg and Enid Lipeles from FEHPS subcommittee, who have been working on this amendment for almost one year. They wanted to thank all of those who worked on this matter, including but not limited to those on their committee, Rich Lasky (Assessor), Manny Cambra (Collector), Mike Manjos (BOF Chair) and Ron Bunovsky (Finance Director). Thorough verbal presentation detailed with written outline. Discussed the three options explored and compared them with the existing programs. Two recommendations for elder tax relief are an expansion of the local credit program and a revised deferral program. The expansion to the local credit program provides a small increase to the tax credit percentages and caps which based upon current use, would cost the town approximately \$35,000. The credit deferral provides immediate tax relief of up to 75% all of which is deferred with nominal interest with nominal long term cost to the town and payable upon any transfer of the property. The committee discussed income thresholds, including adjustments in the application process for household incomes (those living in the residence with incomes), life use situations, but made no amendments. It was recommended to amend the deferral so the TOM was paid back upon any transfer of any interest in the property, whole or part. There was further discussion on allowing individuals to apply for BOTH

programs, rather than choosing as they are now required to do. The latter was left for further discussion at TC.

- Motion for consideration by TC: FL (DM): Approved 3-0
- MOU re Medical Advisor
  - Discussion: Mr. Kellogg presented a MOU with the current Medical Advisor, who provides this service to the TOM, pro bono. The MOU presented to the MA was cumbersome and more in line with that of a paid position. In light of the nature of this relationship, the BOH and MA made changes for review by L & A, which was a pared down version of the original presentation.
  - Motion for consideration by TC: FL (DM): Approved 3-0. It was unanimous that SO present the agreement to the FS for review by TA, if deemed necessary.
  - Collections and Write-Off Policy for EMS Billing: Discussion: Mr. Kellogg re-presented this policy which was amended based upon comments from prior L & A meeting and review by BOH.
  - Motion for consideration by TC: FL (DM): Approved 3-0

II. Old Business

- Town Council Procedural Review
  - Tabled due to time
- Board of Ethics
  - Tabled due to time
- Blight Ordinance
  - Tabled due to time
- Purchasing Policy
  - Tabled due to time

III. Others as required-NONE

IV. Adjournment-8:18 pm

Town Council Committee on Legislative and Administrative Matters