

TOWN COUNCIL  
STRATEGIC PLANNING COMMITTEE

MEETING MINUTES

Thursday, November 3, 2016  
6:00 PM  
Town Hall - 204

---

Attendance: Councilman Kenneth Kellogg, Chairman (“KK”)  
Councilwoman Dee Dee Martin (“DM”)  
Councilman Kevin Reid, Secretary (“KR”)

Also Present: Frank Lieto, Town Council Chair, (“FL”)  
Kathy Lombardi, (“KL”)  
Nick Kapoor, (“NK”)

---

1. Call to Order
  - a. KK 6:06
2. Public Participation
  - a. None
3. Approval of Minutes
  - a. September 15, 2016 Meeting
  - b. KR Motion, DM Second - Approved
4. Unfinished Business
  - a. Fire Study
    - i. KK Sent revisions two weeks ago to Josh Krize
    - ii. Forwarded to Steve Vavrek for Town Attorney review and publication / still pending
  - b. Part Time Pay Plan
    - i. KL Presented the new matrix with additional other town data
    - ii. FL/KR/KK stated ranges of salary within a “broadband” or a valuable and needed incentive.
    - iii. KL and NK to provide possible broadband ranges for next meeting
    - iv. KL stated that currently, multiple positions at the same level within a range can have different pay within those ranges
    - v. Action: KL to provide range, level and longevity possibilities, and per diem for next meeting.

- c. Chalk Hill Building
    - i. No discussion – Joint Meeting of Commissions and Councils scheduled following week
    - ii. KK brought up the possibility of SPC being requested to do more, but the consensus was that any operational plan needs to be with Town Hall and the First Selectman
  - d. Strategic Planning Documents
    - i. KK will research set up of a folder to be on the Town Website for access and reference
    - ii. KK to draft a memo from SPC to all town departments, boards and commissions, etc. for information on strategic documents they maintain.
5. New Business
- a. None
6. Adjournment
- a. KK motioned
  - b. KR seconded
  - c. Time 7:04

Minutes taken by Councilman Kevin Reid