

DRAFT MINUTES
ORDINANCE DEVELOPMENT AND REVIEW SUBCOMMITTEE

Wednesday, December 11, 2013

Conference Room B, Audrey P. Beck Municipal Building

Members present: Peter Kochenburger, Bill Ryan
Staff present: Maria Capriola, Assistant Town Manager, Lynda Lambert, Administrative Services Specialist, Curt
Vincente, Director of Parks and Recreation
Recreation Advisory Committee Member: Howard Raphaelson
Public present: None

Call to Order

P. Kochenburger called the meeting to order at 8:04 a.m.

Approval of Minutes

Minutes of the meeting held on October 23, 2013 were approved.

Discussion on the Fee Waiver Ordinance

P. Kochenburger gave a brief overview of discussions at prior meetings and noted that the new Town Council has not yet appointed a new member to this sub-committee to replace Denise Keane.

M. Capriola handed out updated versions of the following: a proposed Fee Waiver Ordinance, a fee waiver income limit scenarios, and a recommended annual fee waiver cap/maximum per household. The updates were reviewed and analyzed by the committee.

B. Ryan discussed the cap per household and asked staff to compare prior year actual uses if they were subjected to the proposed cap. M. Capriola and C. Vincente reviewed the prior year data as it relates to the proposed cap.

H. Raphaelson expressed concern about the intent of the proposed fee waiver ordinance changes. P. Kochenburger explained the budget problems related to the existing fee waiver contribution from the general fund and the need to both improve the program, but also contain costs.

P. Kochenburger suggested that the sub-committee present recommendations to the full Town Council at their January 13, 2014 meeting. The intention would be to present the cap as it was approved by the sub-committee, but let the Council know an option would be to approve the revised ordinance without the cap. B. Ryan moved that the sub-committee present the recommendations with the cap. P. Kochenburger seconded the motion. The motion passed unanimously.

C. Vincente reminded sub-committee members that in addition to recommendations from this sub-committee moving on to the larger Council as a whole, there will still be a need for a public hearing due to potential changes to a Town Ordinance.

Public Participation

No members from the public were present.

Adjournment

The meeting was adjourned at 8:59 am.

Respectfully submitted, Curt Vincente