

**Ad hoc Committee on Responsible Contracting  
Friday, May 9, 2014  
Council Chambers, Beck Municipal Building**

**Minutes**

Members Present: Toni Moran (Chair), Elizabeth Wassmundt

Other Council Members Present: Steve Kegler, Alex Marcellino, Paul Shapiro

Staff Present: Maria Capriola, Assistant Town Manager, Matt Hart, Town Manager

The meeting was called to order at 9:00 am.

**1. MINUTES**

The minutes of April 11, 2014 were moved by Wassmundt and seconded by Moran. The minutes were unanimously approved as presented.

**2. DISCUSSION ON RESPONSIBLE CONTRACTING ORDINANCE**

Discussion occurred on local preference in the procurement process. Staff prepared concepts for consideration on local preference, which summarized feedback and thoughts presented by the various RCO guest speakers. Members present were divided on whether or not to continue discussion on local preference in the procurement process at this time. As a result, the Committee will meet again when all three members are available to discuss and weigh in on this issue.

The Committee also expressed an interest in having staff determine if selected/preferred bidders have a history of violations with the Department of Labor. The Committee suggested that this could be done during the reference check process; this could be an administrative change or a change written into the Purchasing regulations.

**3. PUBLIC COMMENT**

Greg Zlotnick, Mansfield. Mr. Zlotnick spoke to the local preference issue and spoke against using the "county" approach to determine local. He also stated his opinion that a pre-qualification process can help to identify responsible contractors.

Chris Viales, Willimantic. Mr. Viales provided an update on UCONN's review and consideration of adding local preference in the selection of vendors and contractors. Mr. Viales spoke in support of local preference.

The meeting adjourned at 9:38am.

Respectfully submitted,  
Maria E. Capriola, Assistant Town Manager  
Town of Mansfield