



**MINUTES**  
**General Government and Finance**  
**Subcommittee Meeting**  
**Scitico Room**  
**Friday, November 4, 2022 – 8:45 am**

1. **Roll Call:** Councilors Cekala, Ludwick and Santanella; Chief Riggott; Ellen Zoppo-Sassu, Steve Bielenda, John Wilcox.
2. **Acceptance of Minutes from September 30, 2022** -approved 2-0-1 with Councilor Ludwick abstaining.
3. **New Business**
  - *Use of CivicClerk* - Sheila Bailey outlined the new offering from CivicPlus to automate meeting minutes and increase access including real time votes and the ability to “go to” parts of the video to watch specific votes or sections of the meetings. The sub-committee requested pricing and a demo.
  - *Use of ClearGov* – Ellen Zoppo-Sassu introduced the Clear Gov template that would be added to the website to provide easy to follow and clickable graphics for residents to follow budget and capital projects. The sub-committee requested pricing and a demo before the Town Council.
  - *Tax Abatement – Cottage Rd* – this was approved at a 50% reduction due to hardship on a 3-0 vote.
  - *Tax Refund – Michael Mancuso* – this was approved for a \$125.44 refund of interest paid on a 3-0 vote.
4. **Old Business**
  - a. *Flag Policy* – No action taken
  - b. *Naming of Town Owned Property* - Staff will create draft policy
  - c. *Update on Ambulance Collection Issues* – Chief Riggott noted that there are two additional opportunities to charge for non-transport ALS and BLS services but she is recommending that the Council wait to see if there are Medicare/Medicaid reimbursements first.
  - d. *Out of State License Plates issue* – The Tax Assessor had forwarded the name of Municipal Tax Services, LLC which keep 50% of fees collected. An ordinance would need to be drafted, and a presentation made to the Town Council so the residents are aware of the new policy being pursued. A soft marketing campaign on this issue will also be launched on digital media and website
  - e. *Memorial Bench and Tree Referral from Town Council* – this is also being considered by the Leisure Services sub-committee in terms

of locations. The Town Manager will circulate sample policies and prices from other communities

f. *Premium Pay for Firefighters* - tabled

5. **Adjournment:** 10:00am