

LITCHFIELD PREVENTION COUNCIL
Special Meeting Minutes
Monday, December 16, 2013
7:00 p.m. - Town Office Building

1. Call to Order

Ex-Officio Chairman Leo Paul, Jr. called the meeting to order at 7:00 p.m. and said he would chair the meeting until a chairman is appointed. He said he will review the existing bylaws with the Town Attorney to make sure they are modernized and that the Council can work with them. Then the Council can take over to see if they would like to amend them. The Litchfield Prevention Council is an advisory board that reports to the Board of Selectmen and to the Board of Education through the Board of Selectmen. It should have direct opportunity with the Board of Education through the Council's chairman or vice chairman. He advised the group to be creative and bring people in for presentations. He thought the Council should have input into the survey to decide how it goes forward. There are also partnerships to work with such as Bill Burgess and his Litchfield Food Systems group and possible opportunities for grants. Stephanie Kubisek will be the school faculty advisor representing the Board of Education as the Council's direct conduit to them. Either Officer Greg Kenney, Corporal Peter Russo or Resident Trooper James Holm will serve as Police advisor. Mr. Paul then explained the difference in the regular and alternate members' responsibilities.

2. Attendance

Present: Leo Paul, Jr., Elisa Bauer, Denise Bozzuto, Joann Brogis, Kelly Garden, Ronald Glander, Kevin Tieman, Kathleen Tilbe, Marion Pettinicchi, Meredith Shafer, George Tilbe, Stephanie Kubisek, Advisor, and Greg Kenney, Police Advisor.

Absent: James Cosgrove

3. **Membership Introductions:** All members and advisors introduced themselves.

4. **Introductory Remarks by First Selectman:** Mr. Paul's introductory remarks were made in No. 1 above.

5. Review Drug Survey

Mr. Paul referred to the drug survey and asked the membership to review it for the next meeting and be prepared to have a discussion. Stephanie will relay the opinions of the Board of Education. Mr. Paul added that the preliminary meetings were not supposed to be public meetings, but the interest generated was instrumental in getting the Prevention Council active again. S. Kubisek said the cost of the survey, should they go forward with it, would be about \$1,500. Per Mr. Paul there is about \$6,000 in the budget for Prevention Council. He said there will also be some opportunity for grant funding. Denise Buzzuto said that Plymouth/Terryville Prevention Council has received over \$1 million in grants in the past two years. She has been in contact with the project director for feedback on it.

6. Appointment of Chairman, Vice Chairman and Secretary

Mr. Paul said the chairman would be responsible for managing the meeting and setting the agenda. The vice chairman would assist the chairman and act in the chairman's absence, and the secretary would take the minutes and file them with the Town Clerk according to FOI rules. Kevin Tieman said he would be willing to serve as chairman.

Motion: R. Glander moved to nominate Kevin Tieman for Chairman and Joann Brogis seconded.

Motion: Elisa Bauer moved to close nominations for Chairman, and Joann Brogis seconded. All voted aye and the motion carried.

Vote: Upon voting for Kevin Tieman as Chairman, all voted aye and the motion carried.

Motion: Denise Bozzuto moved to nominate Kelly Garden for Vice Chairman and Lisa Bauer seconded.

Motion: Denise Bozzuto moved to close nominations for Vice Chairman, and Lisa Bauer seconded. All voted aye and the motion carried.

Vote: Upon voting for Kelly Garden as Vice Chairman, all voted aye and the motion carried.

Motion: Joann Brogis moved to nominate Kate Tilbe as Secretary and Lisa Bauer seconded.

Motion: Denise Bozzuto moved to close nominations for Secretary, and Kevin Tieman seconded. All voted aye and the motion carried.

Vote: Upon voting for Kate Tilbe as Secretary, all voted aye and the motion carried.

7. Set Meeting Schedule

Mr. Paul suggested they meet pretty regularly in the beginning, perhaps a couple times a month for a while. He suggested the Annex meeting room, and S. Kubisek said she would check on the school library. They settled on the first and third Tuesdays of the month.

Motion: Lisa Bauer moved to recess the meeting at 7:55 p.m. for a few minutes so Mr. Paul could make a phone call to verify how the regular meeting schedule is set. All voted aye and the motion carried.

They came out of recess and resumed the meeting at 8:01 p.m. Mr. Paul recommended setting the January and February meetings immediately and setting the other meetings later.

Motion: Kelly Garden moved to set the 2014 meeting schedule beginning in January with the 7th being a special, and then regular meeting on January 21st and forward on the 1st and 3rd Tuesdays of each month through the end of the year. Ron Glander seconded. After discussion Ms Garden rescinded her motion and Mr. Glander his second. Lisa Bauer cautioned that the actual posted schedule must have the specific dates listed.

Motion: Kelly Garden moved to set the 2014 meeting schedule with the first meeting on January 7th as a special, followed by January 21 (regular), and thereafter on the first and third Tuesdays of each month for the remainder of the year, with the exception of April being on the 1st and 22nd. Kate Tilbe seconded the motion.

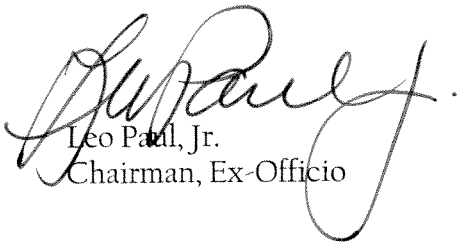
Amendment: Kelly Garden moved to set all meetings for 7:00 p.m. and Ron Glander seconded. All voted aye on the amendment and the motion passed.

Vote: Voting on the original motion as amended, all voted aye and the motion carried. They are going to look into the Community Center and the school library for meeting location.

Possible agenda items for January 7th include means of introduction of members to the public, bylaws review, constant contact, drug survey, determine pertinent school curriculum programs, and a possible grant discussion.

8. Adjournment

Motion: Lisa Bauer moved to adjourn at 8:28 p.m. and Kelly Garden seconded. All voted aye and the motion carried.



Leo Paul, Jr.
Chairman, Ex-Officio