

Ryan Knapp, Chair
Phil Carroll, Vice Chair
Neil Chaudhary
Joe Girgasky
Mary Ann Jacob
Eva Bermudez



3 Primrose Lane
Newtown, CT. 06470
Tel. (203) 270-4210
www.newtown-ct.gov

TOWN OF NEWTOWN

Draft Minutes of the Legislative Ordinance Committee Meeting

The Ordinance Committee met on Wednesday September 2nd, 2015 in Council Chambers of the Municipal Center, 3 Primrose Lane, Newtown. Committee Chairman Ryan Knapp called the meeting to order at 7:35 pm.

Present: Ms Jacob, Mr. Carroll, Ms. Bermudez, Mr. Chaudhary and Mr. Knapp.
Absent: Mr. Girgasky

Also in attendance: None.

MINUTES: Mr. Carroll motioned to approve the minutes of the meeting of 8/18/2015. Mr. Chaudhary seconded.

PUBLIC COMMENT: None.

Old Business

Review of purchasing regulations.

Mr. Knapp opened the discussion and included Finance Director Bob Tait.

Mr. Tait presented the committee with his recommendations on modifications which he will formalize and distribute.

Ms. Jacob questioned if these regulations were only for the town side or if they applied to the BOE as well, noting that the language is unclear. Mr. Tait said he would speak to legal.

Mr. Tait noted that 350-1(d) should read 350-1(c). Mr. Knapp commented that the charter is going to change and the numbering will also likely change. Ms. Jacob speculated on all the ordinances that may reference the incorrect sections of the charter once that process is completed.

Mr. Tait suggested that we increase the quote vs bid threshold from \$10,000 to \$50,000. A formal bid process has its own costs and for smaller projects, quoting should be sufficient. Also noted that this \$10,000 number was likely from 1978 when the regulations were written and adjusting for inflation, \$50,000 would be more in line with the intent.

Mr. Chaudhary questioned 350-7 and how that applies with current electronic systems rather than paper based.

Mr. Knapp asked Mr. Tait to get us a more appropriate number for monthly local accounts for recurring purchases based on current practices.

Mr. Knapp asked if the BOF should be included in 350-9.B. instead of the LC, giving the BOF authority over the purchasing regulations and having the LC approve it.

Mr. Tait suggested changing 350-11 to all professional services in excess of \$50,000.

Mr. Tait suggested the house keeping item of eliminating 350-12.

Review and recommendation regarding a possible new alarm ordinance per the charge set forth by the Legislative Council on February 18, 2015.

Mr. Knapp opened the discussion with a draft ordinance revision D based on what was discussed in the previous meeting. The group went line by line through the draft making some major changes mostly related to eliminating or clarifying sections.

Mr. Knapp explained he removed some definitions which were no longer required.

The group discussed adding language to compel the alarm administrator to provide information on the police department website.

The group discussed formatting in section 104-5

104-11 reinstatement language was discussed and new language was suggested that would allow the alarm administrator to set requirements for a suspended registration to be reinstated and then compel the alarm administrator to reinstate the alarm once those conditions were met.

Mr. Knapp will incorporate the changes and distribute a draft E for review.

PUBLIC COMMENT: None

Ms. Bermudez motioned to adjourn at 9:15pm. Mr. Chaudhary seconded.

Respectfully Submitted,

Ryan W. Knapp
Ordinance Committee Chairman