

MINUTES of the REGULAR
TOWN COUNCIL MEETING
32 WEST AVENUE
March 12, 2024 @ 3:00PM

1. CALL TO ORDER

Mayor Reddington called the meeting to order at 3:00 p.m. with the **Pledge of Allegiance**.

Present: Council Members Colleen Twardzik, Jay Tyminski, Don Walsh, and Steve Cobb on Zoom, Police Captain Heath Hall, Finance Director Dawn Parks, Planning, Zoning & Development Director Ken Cimino, Town Solicitor Veronica Faust on Zoom, and Town Clerk Donna Schwartz were also present. Chief Ken McLaughlin and Town Manager Carol Houck were not present.

2. ADOPTION of Agenda

A motion was made by Council Member Twardzik, seconded by Council Member Tyminski, to adopt the agenda as presented. The motion was carried unanimously 5/0.

3. APPROVAL of the Town Council Minutes

A motion was made by Council Member Twardzik, seconded by Council Member Tyminski, to approve the minutes of the Regular Meeting held on February 13, 2024. The motion was carried unanimously 5/0.

A motion was made by Council Member Twardzik, seconded by Council Member Tyminski, to approve the minutes of the Regular Meeting held on February 27, 2024. The motion was carried unanimously 5/0.

4. COMMUNICATIONS AND PRESENTATIONS

5. REPORTS

- A. **Financial (Dawn Parks)**
Report received and filed.
- B. **Public Safety (Chief McLaughlin)**
Report received and filed.
- C. **Planning, Zoning and Development (Ken Cimino)**
Report received and filed.
- D. **Town Manager (Carol Houck)**
Report received and filed.
- E. **Public Works (Carol Houck)**
Report received and filed.
- F. **MVFC Report (Mayor Reddington)**
Report received and filed.

6. CITIZEN'S PRIVILEGE ON AGENDA ITEMS - None

8. NEW BUSINESS

- A. **Introduction of Ordinance(s)**

Council Member Tyminski introduced the FY25 Annual Budget.
Council Member Cobb introduced the FY2025-2029 capital budget.

B. Discussion, Consideration, and Possible Voting on the Updated 2024 Reserve Study, deferred from 2/13/2024. (Parks)

A motion was made by Council Member Twardzik, seconded by Council Member Tyminski, to approve the updated 2024 Reserve Study. The motion carried unanimously 5/0.

C. Discussion, Consideration, and Possible Voting on a Recommendation for FY24 Street Paving Project. (Cimino)

A motion was made by Council Member Twardzik, seconded by Council Member Tyminski, to approve the recommendation for FY24 Street Paving to Jerry's Paving, Inc. The motion was carried unanimously 5/0.

D. Discussion, Consideration, and Possible Voting on Emergency Sole Source Purchase of Transfer switches for the generator installed by Barnes Electric. (Houck)

A motion was made by Council Member Twardzik, seconded by Council Member Tyminski, approving the Water Service Agreement, Amendment #5. The motion was carried unanimously 5/0.

E. Discussion, Consideration, and Possible Voting on the Recommended Update to the Town Policy Manual, Section 25, Purchasing Procedures. (Parks)

Mayor Reddington asked for a change to the word "he" to "he/she." It was agreed, after much discussion, that the Town Manager could approve the emergency purchase up to \$22,500 and after that needed approval of the Mayor or Mayor Pro-tem. "The Town Manager may make an emergency purchase in excess of \$22,500 with the approval of the Mayor or Mayor Pro-tem."

A motion was made by Council Member Tyminski, seconded by Council Member Twardzik, to approve the new policy change as agreed by Council. The motion was carried unanimously 5/0.

9. CITIZEN'S PRIVILEGE – None

10. EXECUTIVE SESSION - None

11. ADJOURNMENT

A motion was made by Council Member Twardzik, seconded by Council Member Tyminski, to adjourn the meeting at 3:59pm. The motion was carried unanimously 5/0.

Respectfully submitted,
Donna M. Schwartz, MMC,
Town Clerk