TOWN OF MONTVILLE
Town Administration/Rules & Procedures Standing Committee

Thursday, June 24, 2010
Room 203, Montville Town Hall
6:00 PM

SPECIAL MEETING MINUTES

1. The meeting was called to order by Ellen Hillman at 6:00 PM.

2. Roll Call – Present: Candy Buebendorf, Ellen Hillman. Absent: Donna Jacobson.

3. Remarks from the Public – none

4. Approval of minutes from May 18, 2010 – Motion was made by Candy Buebendorf, second by Ellen Hillman, to approve the minutes. Vote 2-0, motion passed.

5. Unfinished Business
   A) Revision to Policy and Procedures – Proposed revisions including the additions of a moment of silence and opening of bid policy are postponed until September when Councilors McFee and Beetham can attend to explain their ideas.
   B) Paper Fees – Copying fees that are aligned with Freedom of Information Act requirements and consistent among all departments in Town Hall is completed. Motion by Candy Buebendorf, second by Ellen Hillman, to recommend the adoption of the fees at the next regular Town Council Meeting. Vote 2-0, motion passed.
   C) Historical Committee – Motion by Candy Buebendorf, second by Ellen Hillman, to request a special meeting with Marcia Vlaun, Town Planner, to clarify the role of a historical committee consistent with the Town's Plan of Development recently adopted. Vote 2-0, motion passed.
   D) Cultural Awareness Committee – Angela Rola, CT Asian and Pacific Commission, will attend the July meeting to discuss Asian culture. Ellen Hillman has been in contact with representatives of the Haitian Relief Foundation in Norwich and the Hispanic Culture Society in New London, who will provide information to the committee specifically relating to Montville. They will be asked to speak to the committee sometime in the fall.

6. New Business - none

7. Remarks from the Public – none

8. Remarks from Committee Members - none

9. Adjournment – Motion was made by Candy Buebendorf, second by Ellen Hillman, to adjourn at 6:32 PM. Vote 2-0, meeting adjourned.

Respectfully submitted,

Candy Buebendorf