# TOWN OF KILLINGLYORDINANCE SUBCOMMITTEE MEETING

**Monday, March 14, 2016, 6:30 p.m., Room 204**

**Killingly Town Hall, 172 Main Street, Killingly**

**Meeting Minutes**

1. **Call To Order**

 The meeting was called to order at 6:42 p.m. by Ms. Pratt.

 **Members Present:** Gail Oakley Pratt, Dennis Alemian, Adam Griffiths

 **Others Present:** Town Manager Sean Hendricks, Councilors John Hallbergh, Lynn LaBerge, and David Griffiths

# Citizens Participation

 Ms. LaBerge made a comment about the waiver of refunds of less than $5.00

# Adoption of Minutes of Previous Meeting: January 14, 2016

 Motionby Mr. Alemian to accept the minutes of the January 14, 2016 meeting, as presented. Second by Mr. Griffiths. **Motion** passed 3-0.

# New Business

* 1. **Discuss a resolution that would authorize the Revenue Collector to waive refunds that are under $5.00**

Discussion of the desire to balance the efforts of the Town to streamline revenue operations with the public’s right to information. Questions were asked surrounding the Town’s ability to credit overpayments to a taxpayer’s “account.” Statutory obligations borne by the Town to maintain fiscal year integrity were discussed. Members expressed general support for the idea of waiving refunds of less than $5.00, provided the Town could somehow provide/post a list of those taxpayers who were entitled to apply for such refunds.

 **Action item:** The Town Manager will collaborate with the Revenue Collector to craft an ordinance adopting the provisions of CGS 12-129, while providing some notice to the public of the existence of such overpayments, as well as an explicit deadline for applications for such refunds. Proposed ordinance will be submitted to the subcommittee at a subsequent meeting.

 **b) Discussion of subcommittee review of the Town of Killingly Code of Ordinances**

 Members agreed that such a review may be productive. The subcommittee will attempt to perform this task by taking up a chapter or two each month—members to review assigned chapters independently, then bring ideas to next meeting.

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 **Action item:** Members will review Chapters 1 and 2 between now and the next meeting, with discussion on those chapters to take place at the subcommittee’s April 11, 2016 meeting.

1. **Old Business**

 None

1. **Adjournment**

 **Motion** to adjourn by Mr. Griffiths at 7:37 p.m. Second by Mr. Alemian.

 **Motion** passed 3-0.

Respectfully submitted,



Sean Hendricks