1. Call to order
   Chairperson, Amy Shatney called the meeting to order at 7:00 p.m.

2. Roll Call
   Members Present: Amy Shatney, Scott Clifford, Maurice Knorr, Chad Faucher

   Others Present: Mary Calorio, Town Manager, Jason Anderson, Town Council Liaison

3. Adoption of Minutes
   A motion was made by S. Clifford to accept the minutes of the October 30, 2019 meeting. Motion seconded by C. Faucher, passed unanimously.

4. Citizen Participation and Correspondence - none

5. Public Safety Updates
   a) Resident State Trooper: none

   b) Fire Marshal: none

   c) Fire District: none

   d) Ambulance: none

6. Old Business
   a) Crosswalk signs – Highway Director is still working with DOT on permitting

   b) Education Campaign Regarding Phone Scams Targeting Elderly –

      Chairperson, Shatney provided the members with a Norwich Bulletin article. Members discussed broadening the focus to Scams targeting the Community and not just focus on elderly. Members will continue to research educational material to include in the flyer/brochure.

7. New Business
   a) 2020 Meeting Schedule – Motion made by C. Faucher to approve the 2020 Meeting Schedule as presented. Motion was seconded by S. Clifford. Motion passed unanimously
b) Agenda Revision – Members discussed the draft agenda presented by Town Manager Calorio. Member S. Clifford made a motion to approve the new agenda format as presented. Member M. Knorr seconded the motion. Motion passed unanimously.

8. **Council Member Reports**
   Councilor J Anderson reported to the Commission the actions taken by the Town Council at the November meeting.

9. **Other** - none

10. **Adjournment**
    A motion was made by S. Clifford to adjourn the meeting at 7:24 pm. It was seconded by M Knorr and passed unanimously.

Respectfully Submitted,
Mary T. Calorio
Town Manager
Town of Killingly