

Selectmen's Meeting Minutes
Thursday, May 21, 2015, 7:30pm
Town Hall Meeting Room

Present: First Selectman Gayle Weinstein, Selectman Dennis Tracey, Town Administrator Tom Landry, Police Chief John Troxell, Animal Control Officer Mark Harper, Police Commissioners Bill Brady and Beth Gralnik, , Library Board members Amy Sanborn and Denis Toner , Administrative Assistant Randi Derene, Weston Residents

This meeting was recorded and videotaped. The tapes are available in the Selectmen's office. The meetings are available for viewing online via the Town's website.

Ms. Weinstein called the meeting to order at: 7:45pm

Pledge of Allegiance: Ms. Weinstein led the meeting with the Pledge of Allegiance.

Discussion/decision regarding adopting the proposed Dog Ordinance:

Mr. Tracey asked Mr. Harper why we don't have an open space for dogs to run around off leash. Mr. Harper stated that in all of the discussions, no one has ever come forward and asked for a dog park. He would be in full support of finding such a piece of property, but it needs to be a confined space. Mr. Tracey asked about Keene Park. Mr. Harper says having dogs off leash there is a nuisance to the fisherman, especially when multiple dogs are brought there by non-residents. Dogs are also chasing deer in the park. Ms. Weinstein suggested that Fromson Strassler be considered for a dog park.

The hours for Bisceglie Scribner Park are reviewed. The times were changed to allow dogs off leash until 9am year round and before 2pm on weekdays September to June. The wording for penalties for offenses to the leash laws was changed from "Violations of this ordinance SHALL be punishable by fine" to "Violations of this ordinance MAY be punishable by fine"

Mr. Harper requested better signage, especially at Bisceglie Park.

Mr. Tracey stated that he feels it is a fair ordinance, but still states the need for a Dog Park in town. Ms. Weinstein made a motion to approve the proposed Dog Ordinance updates as of May 21, 2015 with the amended changes as discussed. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision on appointing Ian Lewis to the board of the Westport Weston Health District for a term to expire May 21, 2018

Mr. Lewis introduced himself as a long term resident of both Weston and Westport. He is looking to do more volunteer work and his career has been around health care. Ms. Weinstein informed the Board that Mr. Lewis has a pending lawsuit against the Town's ZBA regarding shooting on the Aquarion property. Ms. Weinstein asked Mr. Lewis if his lawsuit against the town will be a conflict. He says it will not and it is unrelated. Mr. Tracey doesn't have any issues with this. Ms. Weinstein made a motion to appoint Ian Lewis to the board of the Westport Weston Health District for a term to expire May 21, 2018. Mr. Tracey seconded. Motion carried.

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Discussion/decision on re-appointing Don Kendall as our C-Med Southwest representative for a term to end June 30, 2016.

Ms. Weinstein made a motion to re-appoint Don Kendall as our C-Med Southwest representative for a term to end June 30, 2016. Ms. Tracey seconded. Motion approved.

Discussion/decision on re-appointing Rick Darling as our Town Treasurer for a term to end June 30, 2017. Ms. Weinstein made a motion to re-appoint Rick Darling as our Town Treasurer for a term to end June 30, 2017. Mr. Tracey seconded. Motion approved.

Discussion/decision on re-appointing Rabbi Levi Stone as Weston Police Chaplain for a term to end June 30, 2017. Ms. Weinstein made a motion to re-appoint Rabbi Levi Stone as Weston Police Chaplain for a term to end June 30, 2017. Mr. Tracey seconded. Motion carried.

Discussion/decision on re-appointing Reverend Bernard Wilson as Weston Police Chaplain for a term to end June 30, 2017. Ms. Weinstein made a motion to re-appoint Reverend Bernard Wilson as Weston Police Chaplain for a term to end June 30, 2017. Mr. Tracey seconded. Motion carried.

Discussion/decision regarding amending the Chief of Police Job Description: Bill Brady or Beth Gralnick

Mr. Brady states that the Police Commission though the Chief's position needed to be re-evaluated as the last time it was done was back in 2005. With the Town Administrator's approval, Randi Frank, HR consultant was hired to re-evaluate the position description and see what needs to be changed, if anything. Ms. Gralnick stated that police chief duties have expanded with regard to recruitment duties as well as now requiring over 10 years' experience (previously said 10 years' experience). The additional years of experience will cause a grade shift in the rating system.

Mr. Tracy felt that the Commission did not present the BOS with all the information to make this decision. The old job description was not available and there is confusion as to the difference between "10 years of experience" and "over 10 years of experience." Given many unanswered questions, the Board tabled the discussion to the next meeting. Ms. Weinstein will follow up with consultant Randi Frank.

Discussion/decision regarding the approval of a resolution endorsing Weston's participation in the Intertown Capital Equipment (ICE) Purchase Incentive Program.

Ms. Weinstein said that this was a grant applied for and obtained by Sgt. Matt Brodacki to fund computer equipment at the forensics lab. We need to get approval by the other municipalities in our region who share this forensics lab. The purpose of the resolution is to acknowledge that the town supports our participation in the ICE Program and allow Sgt. Matt Brodacki to be our signatory. Mr. Tracey made a motion to resolve that the Board of Selectmen endorse Weston's participation in the ICE Intertown Purchase Incentive Program and that the Board of Selectmen authorize Sgt. Matt Brodacki to sign all documents related to the grant award received by the Town of Weston from the State of Connecticut Office of Policy and Management, dated March 30, 2015. Ms. Weinstein seconded. Motion carried.

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Update regarding the Library's Strategic Plan: Amy Sanborn and Denis Toner.

Ms. Sanborn thanked the Board and the Town for supporting their project. Mr. Toner presents the strategic plan to the Board (see attached). Ms. Weinstein and Mr. Tracey praised the work product and asked that it be posted on our Town's website so the public gets to see the Strategic Plan.

Discussion/decision regarding forming a Strategic Planning Committee

Ms. Weinstein presented a draft of a mission statement, see attached. Mr. Tracey stated that we really need to focus on the views and needs of not just those already in town, but those that may consider moving to town. Ms. Weinstein also stressed the importance of integrating Planning and Zoning. Mr. Tracey and Ms. Weinstein made edits to the mission statement, see attached. Ms. Weinstein stated to the public that if you have interest in joining this committee to please send a letter to the BOS and they will be reviewing and interviewing potential committee members in the next few of weeks. Mr. Tracey moved to have the BOS approve the formation of the Select Committee for Strategic Planning. The committee shall have up to 15 members with a term to expire in 2 years after formation. The mission of the committee shall be as set forth in the Town of Weston's Strategic Planning committee mission statement dated 5/21/15 but may be amended at the next BOS meeting.

Discussion/decision regarding the approval of awarding the contract for the Parcel Mapping & Web Based GIS Application to New England Geosystems, Geographical Information Systems Consultants, and to give the First Selectman the authority to negotiate and execute the contract.

Ms. Weinstein thanked to SWRPA for the grant that paid for our aerial photos. We had additional funding that was extended to the 10 towns in the former HV region so that all 18 towns in our COG will be on the same mapping system. Mr. Tracey moved to award the contract for the Parcel Mapping & Web Based GIS Application to New England Geosystems, Geographical Information Systems Consultants, and to give the First Selectman the authority to negotiate and execute the contract. Ms. Weinstein seconded. Motion carried.

Discussion/decision regarding property tax refunds.

Emmanuel Young	\$3,603.91
Ally Financial	\$1,029.00
CAB East - Ford Credit PP	\$498.15
Nissan Infinity	\$65.71
TOTAL	\$5,196.77

Mr. Tracey moved to approve the property tax refunds as listed in the agenda for a total of \$5,196.77. Ms. Weinstein seconded. Motion carried.

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Open Items:

First Selectman Updates:

- a. Ms. Weinstein presented the facility conceptual options(see attached). Ms. Weinstein will review this with the Global Facilities Committee and once they get final cost estimates will review with the Board of Finance. Mr. Weinstein also mentioned that funding was approved to look into the potential to add EMS office and bunk space to the upper level of the firehouse. The cost associated with shoring up the structure to add a second floor was excessive. Mr. Humes is going to switch gears and do a cost estimate (\$1500 already allocated for this) of tearing down the existing communications center and building EMS a 1000-1500 Sq. foot facility in that space. Mr. Tracey recommended that this plan be put down clearly on paper. Ms. Weinstein stated she will put this in memo form to the three Boards. Before she does that, she is still waiting to hear back from the Board of Education with their approval which is critical in moving forward.
- b. Ms. Weinstein presented a memo given to her by the Registrars regarding the referendum vote. (See attached). In summary, people seemed to like having the voting take place here in Town Hall. Next year they will try and do that again, and hold the voting on a Saturday. Mr. Tracey also mentioned we should have more publicity. Ms. Weinstein stated that were signs posted around town, it was posted on the Town of Weston website, in The Forum, as well as on News12. What Ms. Weinstein suggested for next year is sending out postcards to all residents with the dates of all budget related meetings.
- c. Margaret Wirtenberg asked Ms. Weinstein to discuss the following proposed bill: Towns that are less than 40,000 in residents, have to merge their PSAP applications (public service answering points "911") otherwise we risk losing funding from the state. Ms. Weinstein is concerned, but the community has to weigh in on our options. Do we want to pay for someone else to do our 911 calls and then transfer them here so we can dispatch. Or would it be more cost effective to say "no thank you" to the state and give up the funding?
- d. Changes to Senate Bill 1 were discussed.
- e. Also, there is a proposal for .5% of the sales tax to be shifted into the MRSA (municipal revenue sharing account) beginning Oct 1, 2015. Municipalities will receive 90% of that revenue and 10% will go to the COG's. If this passes, we are going receive additional revenue of 1 million dollars from the state.

Any other business to come properly before the meeting: None

Ms. Weinstein made a motion to add the following item to the agenda: Executive session to discuss union contracts. Mr. Tracey seconded. Motion carried unanimously.

Executive Session: Discussion/decision regarding non-union raises and benefits

Mr. Tracey makes a motion to move into executive session. Ms. Weinstein seconded. Motion carried unanimously.

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Public Session adjourned: 9:13pm

Respectfully submitted by,
Randi Derene
Administrative Assistant

Executive Session Minutes
Submitted by Tom Landry, Town Administrator

ATTENDANCE: The meeting was convened at 9:15 pm in the First Selectman's Office by Chairman Weinstein, with Selectmen Tracey present. Also attending was Town Administrator Landry.

DISCUSSION: The Board considered the latest offer by the AFSCME DPW unit, and contemplated changes in pay and benefit levels for non- union employees, and how that might impact existing contract negotiations.

ADJOURN EXECUTIVE SESSION: At 9:55 pm, a motion (DM, GW second) to adjourn executive session and resume in open session passed unanimously.

ADJOURN: At 9:56 pm a motion to adjourn the meeting (DT motion, GW second) passed by unanimous vote.

Minutes Approved: June 30, 2015

Weston Public Library

Strategic Plan 2015-2018

Karen Tatarka, Director

Strategic Planning Committee

H. Denis Toner

Barbara Groves

Richard Ross

Board of Trustees

Amy Sanborn – Chairman

Michael Bellacosa – Vice Chairman

H. Denis Toner – Treasurer

Anne Hunt – Secretary

Barbara Groves

Harriette Heller

Pam Kersey

Lynne Langlois

Richard Ross

February 3, 2015

Weston Public Library – Strategic Plan

1. Mission Statement

The mission of the Weston Public Library is to provide a broad range of informational, educational, technological, social and recreational resources to serve the diverse needs of the community. *Adopted 1993; Reaffirmed 2002; Revised February 3, 2015*

2. Vision Statement

The Weston Public Library aspires to be a vibrant and meaningful physical and digital destination that supports the evolving needs of our patrons in the 21st century.

3. Values Statement

Our values include:

- Fostering traditional and technological literacies
- Nurturing lifelong learning and personal growth
- Encouraging opportunities for social and cultural interaction and discovery
- Building a strong sense of community in Weston
- Maintaining a physical library space that continues to meet patron needs
- Leveraging our knowledgeable staff to support diverse initiatives for our patrons
- Providing professional development opportunities for staff to remain current as libraries evolve

4. Town of Weston, CT

The Weston Public Library serves a population of approximately 10,000 people. Due to the nature of the community, the population is not expected to increase significantly. The demographic breakdown of the Town according to United States Census data is as follows:

Age	2000 Census	2010 Census
Under 5	8.0%	4.1%
5-14	20.8%	21.8%
15-24	7.1%	12.8%
25-44	25.5%	17.2%
45-64	29.0%	33.2%
65+	9.7%	11.0%

Over 80% of the population age 25+ has a bachelor's degree or higher. Over 85% of the working age population commutes to work with a mean commuting time of 41.3 minutes. The median household income in Weston is \$213,423, which is significantly higher than the median household income for Fairfield County (\$82,614) and for the State of Connecticut (\$69,519).¹ The Town supports a K-12 school system that is recognized as one of the top school systems in the state.

The 2010 Town Plan of Conservation and Development noted a recurring "desire for additional services and places to gather as a community."² The plan also notes that 45% of participating residents desired additional resources and services at the Library, while only 26% did not favor additional resources, 14% had no opinion, and 11% did not use the Library.

Weston Public Library – Strategic Plan

Of the current populace, approximately 66% of residents have registered for Library cards.³ This information, in coordination with the demographic data from the United States Census, reflects a community that values education, lifelong learning, and the library specifically.

5. Weston Public Library - History

The Library is a central resource for Weston residents. The hallmarks of the Library are its location and the friendly, small-town feel the staff creates for residents.

The Weston Public Library was founded in 1935 and was housed in the basement of the Horace C. Hurlbutt, Jr. School. In 1950, the Library was moved to a larger room on the first floor of the school where it continued to support the school and the general public. The current Library building was completed in 1963 and has had two subsequent additions. The original Library consisted of 6,742 sf (including a small mechanical basement and mezzanine). Expansion projects in 1985 and 1994 increased the total square footage to 14,152 sf. With parts of the building now 20 to 50 years old and shifts in how patrons use library space, there is significant need to improve the Library's overall design and infrastructure. This need has become particularly apparent with the influx of patrons, including students after school, as well as during the recent storms in 2011 and 2012, when the Library's lack of seating and electrical outlets has been problematic.

6. Strategic Plan - Information Gathering: Process and Results

Over the past 2 years, the Weston Public Library Board of Trustees has been discussing Space and Strategic Planning. In preparation for the Library renovation project announced last year and to inform the development of its three-year Strategic Plan, the Board launched a community needs assessment in February 2014. With the guidance of a facilitator, the Library Board hosted two focus groups and one community forum. The focus groups each consisted of 10-12 Weston residents chosen to represent a demographic range. The community forum was open to all Weston residents. To gather supplemental feedback, the Board created a survey that was disseminated at the Library, Town Hall, various town agencies, and through the Library's website. This three-part community needs assessment provided valuable inputs critical to informing the goals of the strategic plan as did initial discussions with Library staff and Board members prior to launching the community needs assessment. After reviewing the output of the assessment, several general themes emerged.

Themes

- The desire for an updated physical plant that enhances the Library as a community center
- Improved physical and digital collections
- Increased community outreach
- Additional educational and recreational services and programming

The Library Board established a Strategic Planning Committee to develop the plan based on the themes established through the community needs assessment and staff input. The Committee used these themes to prioritize and provide focus to the strategic plan, and identified the following categories in order to develop a plan of action (see Appendix for greater detail):

- I. Physical improvements
- II. Technology
- III. Education
- IV. Community

Weston Public Library – Strategic Plan

Last, and as part of the overall process, the Library applied for a State Library Construction Grant in August 2014, to seek enhanced financial resources for the update of the physical plant. In November 2014, the Weston Public Library was awarded \$368,000 to be allocated for code compliance, handicapped accessibility, and emergency preparedness.

7. Strategic Plan – Prospective Evaluation and Management

The Strategic Planning Committee intends to monitor the plan outlined in the Appendix. The Committee will update the Board of Trustees on the status of the plan, including associated accomplishments and/or issues that have emerged. This update will transpire annually or on an as-needed basis.

From a longer-term perspective, the Library Board will conduct a user satisfaction survey at the conclusion of the three year plan in order to inform future strategic planning activities as well as to gather additional input/feedback from our patrons.

It should be highlighted that given the rapidly changing nature of libraries, this plan is meant to serve as a framework that will guide, but not limit, the Library's services. Staff will evaluate emerging trends, services, and equipment and recommend any new technology or services to the Strategic Planning Committee, Technology Planning Committee, and the Library Board as appropriate.

The Library Board recognizes that within its current budget and at its current staffing level, it is constrained with respect to the breadth of services that may be provided at this time. The Library Board and the Director will continue to monitor staffing levels.

It should be noted that due to the types of services the Library provides, quantitative measurements do not always accurately depict the impact of programs and services.

Appendix - Weston Public Library Goals and Objectives

I. Physical

- **Goal P1 - Patrons will have well maintained, welcoming physical places to meet and interact with others or to sit quietly to work or read.**
 - ✓ *Objective P1A - Interior renovation will provide patrons with an updated and comfortable environment and will satisfy patron needs based on community needs assessment results.*
 - Measurement P1A –Higher gate counts over time due to increased foot traffic.
 - ✓ *Objective P1B - Interior renovation will provide patrons with a variety of seating and gathering locations that encourage both individual study/quiet reflection and small group meeting/gathering areas while seeking to manage noise levels.*
 - Measurement P1B - Higher gate counts over time and increased room reservations for the purpose of group study/learning.
 - ✓ *Objective P1C - Interior renovation will provide for future flexibility so that the Library can adapt to meet patrons' changing needs.*
 - Measurement P1C - Flexibility in newly designed seating areas will allow patrons to rearrange seating to meet their individual or group needs. Infrastructure and interior design will allow for rearrangement of interior spaces, with minimal financial impact, as patron needs change.

Weston Public Library – Strategic Plan

II. Technology

- **Goal T1 – Patrons will find enhanced and expanded technology that improves access to the Library’s educational and recreational resources.**
 - ✓ *Objective T1A - Patrons will have 24/7 access to an up-to-date collection of high quality educational and recreational electronic resources through the Library website.*
 - Measurement T1A – Increased usage statistics of the Library’s website and individual digital resources over time.
 - ✓ *Objective T1B - Library staff will investigate, evaluate, and receive continuing education in electronic resources available to public libraries to ensure that the Library offers patrons resources that meet the educational and recreational needs of the entire community within the budget framework. Key to success in this area will be staff support for patrons in the use of their own and the Library’s electronic resources.*
 - Measurement T1B – Increased use of electronic resources and reference inquiries over time.

- **Goal T2 - Provide technology-related library services that meet the needs of patrons and local organizations.**
 - ✓ *Objective T2A - The renovation will create environments that promote collaborative learning and co-working by incorporating resource sharing and presentation technology that can be used by all members of the community, including students for projects, residents for businesses or personal endeavors, and local groups for meetings.*
 - Measurement T2A – Increase in reservations for meeting spaces by the indicated groups over time.
 - ✓ *Objective T2B - Staff will investigate and evaluate trends in library technology of interest to patrons, as indicated during the community needs assessment process and subsequent evaluations, in order to determine the possibility of implementation within existing budget and staff constraints.*
 - Measurement T2B – Increase in access to technology for patrons and attendance in individual and group technology-related educational programs.
 - ✓ *Objective T2C - Patrons will find an increased number of power outlets available in popular areas of the Library for charging portable devices, and will stay in the Library for longer periods of time, taking better advantage of all Library resources, especially during times of crisis.*
 - Measurement T2C - Higher gate counts over time due to increased foot traffic.

Weston Public Library – Strategic Plan

III. Education

- **Goal E1 - Patrons will have the resources and support they need to pursue both self-directed and structured learning.**
 - ✓ *Objective E1A - Patrons who are seeking to educate themselves will find relevant and current print and digital materials and will have the necessary support from a well-informed staff.*
 - Measurement E1A – Increase in collection use and reference inquiries over time.
 - ✓ *Objective E1B - The Library will continue to support the educational, recreational, and cultural programs the Friends provide patrons and will supplement them within existing budget and staff constraints.*
 - Measurement E1B – Increase in the number of formal (group) and informal (one-on-one) educational programs offered at the Library over time.
 - ✓ *Objective E1C – Patrons of all ages will have access to a broader range of classes, seminars, performances, and workshops through Library partnerships with Town and community agencies and organizations.*
 - Measurement E1C – A wider range of programming with an associated increase in attendance over time.

Weston Public Library – Strategic Plan

IV. Community

- **Goal C1 – Patrons will have a central source for information about the wide variety of programs, services, and activities provided by the Library and other community agencies and organizations, as resources permit.**
 - ✓ *Objective C1A – Patrons will have access to information about community educational, recreational, and cultural events. A synergistic relationship among Library and Town organizations/agencies will forge a Library character that is central to the identity of Weston.*
 - Measurement C1A – Increase in visits to the Library website over time with the community viewing the Library as the central place for information.
 - ✓ *Objective C1B - The Library will continue its marketing efforts through available print and electronic resources and investigate new methods of marketing electronically to patrons.*
 - Measurement C1B – Increase in resource use, program attendance, and activity on social media and marketing platforms.

- **Goal C2 - The Library will serve as the intellectual and social hub of the community.**
 - ✓ *Objective C2A – Patrons will continue to experience exceptional, personalized customer service and Library staff will heed patron comments, interests, and concerns when building the collection and adding services and resources.*
 - Measurement C2A – Increase in patron base and satisfaction with services.
 - ✓ *Objective C2B - The Library will continue to provide a venue for community organization meetings and programs and will seek ways to enhance community events by providing additional resources and services that will facilitate the creation and sharing of ideas.*
 - Measurement C2B – Increase in room reservations and requests for technology and resources over time.
 - ✓ *Objective C2C – Patrons will use the café and new seating areas created through the renovation in formal and informal meetings and gatherings to encourage learning and social experiences.*
 - Measurement C2C - Higher gate counts over time due to increased foot traffic and increased patron satisfaction as the Library grows as a comfortable and welcoming community destination.

Weston Public Library – Strategic Plan

Footnotes

1 Statistics provided by the U.S. Census Bureau American FactFinder

<http://factfinder2.census.gov/faces/nav/jsf/pages/index.xhtml>.

2 *Town of Weston 2010 Plan of Conservation and Development*

<http://www.westonct.gov/media/file/TownPlanPostSubmissionv4-6-21-10WebVersion.pdf>.

3 Weston Public Library Integrated Library System statistic.

TOWN OF WESTON STRATEGIC PLANNING COMMITTEE

This committee is intended to be Phase II of "Crafting a Strategic Plan for Weston's Future." The committee shall consist of up to 15 members, with a term to expire in 2 years, unless the committee is terminated earlier by the Board of Selectmen. Said committee can be renewed for additional one year periods as deemed necessary or appropriate by the Board of Selectmen. A Selectman and a representative of the Planning and Zoning Commission shall act as co-Chairs. The committee shall report on its progress to the Board of Selectmen and to the Planning and Zoning Commission quarterly. The mission of the committee is to:

1. Assess the views of residents, prospective residents and stakeholders with regard to future planning for the Town of Weston, including any changes in to Weston's Planning and Zoning Regulations, so as to achieve its long term goal to be an attractive, affordable and sustainable community; and
2. Working collaboratively with the Planning and Zoning Commission and other pertinent town boards, commissions and committees, make recommendations to the Board of Selectmen and to the Planning and Zoning Commission with regard to a strategic plan, including a marketing plan, to achieve the Town's goals.

This committee should consider:

1. Conducting public meetings to discuss the Report, dated May 7, 2015, entitled "Crafting a Strategic Plan for Weston's Future", to gain feedback and modify/fine-tune next steps towards achieving Weston's long term goals;
2. Conducting discussions to gauge the desirability of available options and to collect data. Key initial groups will be:
 - i. Representative town residents
 - ii. Individuals who have recently moved into town
 - iii. Real estate professionals who work in area
 - iv. Parents of High-School seniors and parents of recent High-School graduates
 - v. Leaders of comparable towns and other knowledgeable individuals from outside of Weston.
3. Conduct survey market research to better understand (among other topics):
 - i. Why people may be moving to Weston?
 - ii. Why people chose to leave or stay in Weston?
 - iii. What amenities are missing and desired in Weston?
 - iv. Desirability of commercial expansion around town center.
 - v. Opinions /concerns around senior/cluster/alternative housing

5/21/15

Facility conceptual options

<u>Department</u>	<u>New Location</u>	<u>Year of relo</u>	<u>Total Cost</u>	<u>Proposed Financing</u>	<u>Notes</u>
Public Safety	New Building	2018	\$7.8M	Bond plus reserve fund	In process of obtaining professional cost estimates IT renovation may need to take place sooner may be more efficient to combine w/Sr. Center may move to upper PD to free up Jarvis and consolidate costs approximate cost for interior renovation plus addition combine with nec. MS renovations for bonding package
Land Use and IT	vacated PD	2020	\$1.4M	reserve fund	
Social Services	Upper PD	2022	\$165,000	reserve fund	
Park & Rec	Jarvis		0		
Senior Center	Central Office	2022	\$500,000	matching grants + private donations	
School Admin	Middle School	2022	unknown	bond	

To: Gayle Weinstein, Tom Landry
From: The Registrars of Voters

Date: May 18, 2015

RECEIVED

MAY 19 2015

TOWN OF WESTON
SELECTMAN'S OFFICE

Subject: Referendum #2 for the BOE Budget

Referendum #2 for the BOE Budget voting was held at Weston Town Hall from 9:00am to 5:00pm on Saturday, May 16, 2015. Overall, we view the day as a success.

A total of 1,001 votes were cast, 911 in person at the polls and 90 absentee. Of these, 24 voters were from the Grand List including 2 absentee. Three voters were reactivated from the Inactive List.

Observations:

- The Town Hall location was very well received. A number of voters were complimentary of the location as many had never been to the Town Hall Meeting Room. With children in tow, many parents used the location as an educational tool. For example, they pointed out the mural in the hallway, the Relief in the Meeting Room and the pictures of the First Selectmen in the foyer.
- An additional benefit to this location is that a number of "Grand List" voters had moved to Weston after the publication of the 2014 list (October 2014). Since Donna was in the Town Clerk's office to handle Absentee Ballots, she was able to verify that these voters were eligible, thereby allowing them to vote. Had we been located at Weston Middle School, these voters would have been required to meet with the Town Clerk at Town Hall and return to the polling place.
- There were no issues with parking and traffic flow. This was different than at the 2014 Referendum vote held at WMS, because of confusion from additional traffic at pick up time.
- The additional signage was appreciated by many voters.
- While there was a steady flow of voters throughout the day, between 80 and 160 per hour, we were staffed to handle the crowds and minimize wait time.
- An added benefit to holding a Referendum at Town Hall is the elimination of the mandatory WMS custodial overtime (approximately \$300 to \$400 per event).
- There appeared to be a number of voters unfamiliar with the meaning of the question on the ballot, and the meaning of a "yes" or "no" vote. A few people were unfamiliar with state law which forbids discussion of ballot questions within 75 feet outside of the outside entrance of the polling place. We were required to address this with a few voters, some of whom cited their "First Amendment rights."
- One issue that we had, and will most likely have again in 2016, was estimating the number of voters. Since a second Referendum was unprecedented, we used voter turnout from the past two municipal elections to estimate the number of ballots and poll workers required to run a smooth election.

Expense Summary
 ATBM Referendum
 and Referendum #2 BOE Budget

<u>Cost: BOE Referendum # 2 (May 16, 2015)</u>	
Ballots	\$ 910.90
Memory Card Programming	318.00
Poll Workers	1,720.00
Signs	350.90
Food for workers (estimate)	250.00
	<u>\$ 3,549.80</u>
Cost per vote	<u>\$ 3.55</u>
 <u>ATBM and Referendum (April 22nd and April 30, 2015)</u>	
Ballots	\$ 323.05
Memory Card Programming	465.00
Poll Workers	1,230.00
Signs	-
Food for workers (estimate)	123.30
	<u>\$ 2,141.35</u>
Cost per vote	<u>\$ 8.27</u>
 Total Cost of ATBM Referendum and BOE #2	 <u>\$ 5,691.15</u>
 Total Votes Cast:	
BOE Referendum #2	1,001
ATBM Referendum	259