MINUTES
GENERAL COUNSEL COMMISSION
REGULAR MEETING OF AUGUST 17, 2015

Present: Councilwoman and Chairwoman Mary Bartolotta, Councilman Daley, Councilman Giuliano, Councilman Chisem, and Councilwoman Kleckowski. Staff: General Counsel Brig Smith, Kathleen Morey, Director of Human Resources. Public: Debra Stanley, Acting Director of Recreation and Community Services

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15 SEP 22 AM 11:13
TOWN CLERK
MIDDLETOWN, CT.

Call to Order:

Meeting was called to order at 7:03 p.m.

Public Comment:

No public comments.

Approval of Minutes:

Councilwoman Kleckowski made a MOTION to approve the Minutes from the July 20, 2015, Regular Meeting. The Motion was seconded by Councilman Chisem. The Motion passed unanimously.

New Business:

A. Ordinance – Recreation Activity and Rental Fees (§214-45)

After a brief discussion, Councilwoman Kleckowski made a MOTION to move forward the ordinance forward to Council. The Motion was seconded by Councilman Giuliano. The Motion passed unanimously.

B. Ordinance – Definition and Rules of Construction (§78-1)

After a brief discussion, Councilman Daley made a MOTION to approve the ordinance. The Motion was seconded by Councilwoman Kleckowski. The Motion passed unanimously.

C. Job Description – Network Administrator

Director Morey explained that the proposed changes to the Network Coordinator job description is coming forward on the recommendations of the IT Committee. The requirements for various certifications are being deleted as they can be easily obtained. An additional statement is added requiring responsibility for network hardware and software installation and support. Director Morey added that UPSEU (Local #6457) stated they have no objection to the proposed changes.

Councilwoman Bartolotta expressed her concerns about requiring experience in the administration of Microsoft Exchange, as it could prevent the City from exploring other options in

the future. Upon further discussion, recommendations were made to delete the requirement for Microsoft Exchanges, and replace it with "preferred". Councilman Chisem asked Director Morey to review these amended changes with Eldon Bailey, Acting Director of Information Services.

Councilman Daley made the MOTION to move forward to Council with the amended changes. The Motion was seconded by Councilwoman Kleckowski. The Motion passes unanimously.

Old Business

None

Other

A. Vacancy Report: Report dated 8/17/15 was reviewed – No action required.

B. Legal Bills: None

Adjournment

MOTION to Adjourn by Councilman Daley. Motion was unanimous and meeting ended at 7:42 p.m.