

**FINANCE AND ADMINISTRATION COMMITTEE SPECIAL VIRTUAL MEETING
MONDAY, MAY 9, 2022, 6:30 P.M.
MINUTES**

1. Call to Order

- A. Call to Order – Meeting was called to order at 6:30 p.m. by Rick Ledwith, Acting Town Manager.

Present: Deputy Mayor Liam Sweeney, Chair; Councilor Leon Davidoff; Councilor Mary Fay; Mayor Shari Cantor; Rick Ledwith, Acting Town Manager; Peter Privitera, Director, Finance Services; Essie Labrot, Town Clerk; Gina Varano, Deputy Corporation Counsel; Catherine Lombardi, Acting Human Resources Director; Helen Rubino-Turco Director of Leisure and Social Services during the executive session.

2. Business Items

- A. Meeting Minutes April 5, 2022: Mr. Ledwith motioned to approve the minutes of April 5, 2022, which Councilor Davidoff moved to accept with a correction and Chair Sweeney seconded. The corrections are Item 2B should be the Town of West Hartford and it should be intersections. In 2C, the word is agreement. Mr. Ledwith stated he will make the changes to the Minutes and resubmit them.
- B. Resolution Appropriating Historic Document Preservation Funds to the Office of the Town Clerk: Ms. Labrot stated the resolution is appropriating money from Historic Document Preservation Funds and gave an overview.
- C. Resolution Authorizing the Execution of a Parking Agreement Between and Among the West Hartford Center Special Services District, the Town of West Hartford and
- D. Farmington Avenue Acquisitions, LLC: Mr. Ledwith stated next there is a review of the parking agreement between the Town of West Hartford, Center Special Services District and the Farmington Avenue Acquisitions. The agreement is a result of the 920-924 Farmington Avenue Special Developed District Development approved by the Town Council in January. Attorney Varano went through the terms of the parking agreement between the Town of West Hartford and West Hartford Center Special Services District and Farmington Avenue Acquisitions. The agreement was uploaded to the agenda as well as a draft resolution. The resolution is designed for the Special Services District because that is on the agenda for tomorrow at the Special Services District. It looks the same except the words Special Services District would say the Town of West Hartford. Councilor Davidoff said there is no date certain when the parking payments start by Farmington Avenue Acquisitions, LLC, and is a material term that needs to be specified. Mr. Ledwith stated the resolution is scheduled for a Special Services District Meeting at 7:00 p.m. tomorrow. He asked if we materially have to change this agreement. Attorney Varano stated she will go back to the owner's counsel and if they are in agreement with this new term, she will present it to the Special Services District and then she would recommend the council open the agenda, suspend the rules and put this resolution on its agenda for tomorrow night as well. If she does not reach an agreement with the owner in advance of tomorrow's meeting, it will not be addressed at Special Service District and it will show up on the agenda.

3. Communications

4. Staff Reports

- A. Financial Services Update: Mr. Privitera went over the operating results as of March 2022.
- B. Human Resources Update: Ms. Lombardi gave a brief overview of her report.
- C. Town Clerk Report: The Town Clerk had to step out to attend another meeting but provided her normal statistics in the quarterly report and the bulk of the report was the appropriation of funds from the Historic Document Preservation Fund.

5. Executive Session

Chair Sweeney motioned to move into Executive Session at 7:28 p.m. pursuant to section 1-200(6)(B) regarding discussions of a pending claim. Councilor Davidoff seconded the motion. Chair Sweeney invited Ms. Helen Rubino-Turco, Mr. Rick Ledwith and Attorney Gina Varano. Executive Session ended at 7:58 p.m.

6. Adjournment

The meeting was adjourned at 7:58 p.m.

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