

MINUTES
Town Council Steering Committee Meeting
June 27, 2022
7:00 PM
Town Hall Conf. B

Video Link to Meeting:
[6-27-2022 Town Council Steering Committee Meeting \(viebit.com\)](https://vimeo.com/67272022)

Call to Order, Roll Call:

The meeting was called to order by Chair Matthew Kyer at 7:08 PM

Members Present:

Matthew Kyer, Jon Hand, John French, John Elsesser (Town Manager), Lisa Thomas (ex Officio, Council Chairwoman)

Also Present: Nicole Archambault (Minutes Clerk-Remote)

Acceptance of Minutes: May 23, 2022

French: Moved to accept the minutes of May 23, 2022, Hand seconds

Discussion: Elsesser requested that the minutes clerk print out the whole name or use entire last name in minutes instead of using member initials.

Vote: Unanimously all in favor

Reports:

Chairperson: Kyer had no report.

Committee Members: No additional reports.

Review/Possible Recommendations: Board & Commission Monthly Reports: Kyer asked Elsesser to enlighten the committee of any items on the reports that they should be aware, concerned about, or discuss further. Elsesser explained that there are a few to keep an eye on over time, but overall, we are in good shape. There is no further discussion or questions.

Resignations/Not Wishing to Be Reappointed:

Conservation Commission: Proctor

Discussion: Elsesser commented that the committee has been very active and some members are moving forward, making room for new people and ideas. Hand thanked Robert Proctor for his long service on the commission and accepted the resignation with regret.

School Energy & Building Efficient Building Committee: Kolodziej

Discussion: Elsesser noted that it would be a different world without him on the committee, as he got us through many difficult projects. Explained the resignation is so that he can have more personal time with family. Hand thanked Kolodziej for his very long service and all he has done for the Town.

Reappointments:

Building Code Board Of Appeals: Canny

Hand moves to recommend to full council the reappointment of Brian Canny to the Building Code Board Of Appeals for a new term to expire on June 2, 2027. French seconds.

Discussion: Hand thanked Canny for his continued service.

Vote: Unanimously all in favor

Eastern Highlands Health District: Elsesser

Hand moves to recommend to full council the reappointment of John Elsesser to the Eastern Highlands Health District for a new term to expire on June 7, 2025. French seconds.

Discussion: Hand thanked Elsesser for his continued service.

Vote: Unanimously all in favor

HUD Housing Rehab/Fair Housing Commission: Bradley

Hand moves to recommend to full council the reappointment of Albert Bradley to the HUD Housing Rehab/Fair Housing Commission for a new term to expire on December 31, 2023. French seconds.

Discussion: Hand thanked Bradley for his continued and long service.

Vote: Unanimously all in favor

Appointments:

School Energy & Building Efficiency Building Committee Alt To Full: Castillo

Kyer made note that Castillo is currently a member of this committee as an alternate but has expressed interest in being a full member, which still requires a motion.

Hand moves to recommend to full council the appointment of Julie Castillo as a full member to the School Energy & Building Efficiency Building Committee through the end of the project. French seconds.

Discussion: Elsesser commented that Castillo is very resourceful and has been very valuable to the committee.

Vote: Unanimously all in favor

School Energy & Building Efficiency Building Committee: Soucy

Hand moves to recommend to full council the appointment of Mike Soucy to the School Energy & Building Efficiency Building Committee to fill the vacancy through the end of the project. French seconds.

Vote: Unanimously all in favor

Discussion/Possible Action: Municipal Flag Flying Policies:

Elsesser noted that this has been added to the agenda as he is concerned that other towns have had issues with flags. In general, we do not allow any other flags to be flown on Municipal property. In the past the Coventry UK flag and organ donation group has been allowed with special permissions, but informally.

Thomas noted that under the law, once you allow one, you create a public forum.

Elsesser agreed this is the issue and we can create a policy, as there is no policy. We can create a policy that will not allow anybody to put any other flag up right now, without having a more formal policy in place. Right now, no other flags will be put up. This concerns him as it could create issues with the flying of the POW flag. With a long-term policy, it can outline what can and cannot be allowed. He explained that he is unsure if the Steering Committee wants to get into this, but other towns have policies that we can obtain copies for.

Currently being flown are the United States, State of CT, and Town of Coventry Flag. If a different flag is ever put up, the Town of Coventry flag is removed and new flag flown in its place.

Elsesser sees this as becoming an issue and wants to avoid it. He noted the Veterans Memorial Green flies the POW flag and he is concerned about it as it is not a governmental flag.

Kyer requested to see other policies from other towns that both fly other flags and those that don't, to look into and get more information. He wants the committee to do their homework and have answers to questions that may come up prior to making a recommendation to the full council.

Thomas thought the flags that are currently up should stay permanently, French agreed. There is a reason those are there, in front of a public building, and they represent everyone. Regarding the POW flag, we need more opinions and they need to take into account the location. We need more information on if that flag creates a public forum for other non-veteran, non-war memorial flags. There could be an exception for this specific flag, at this specific location.

Hand commented that the Coventry UK flag is flown on a very rare occasion and would like to see that continued.

Elsesser confirmed he will send emails and get more information on the policies in other towns, and that in the interim the 3 governmental flags at Town Hall and the POW flag on the green will stay. Something will be put in writing in the meantime as this is being done in absence of a policy from the Town Council.

Adjournment:

Hand moves to adjourn at 7:30 PM, French seconds.

Submitted by,

Nicole Archambault

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Steering Committee Minutes Clerk

PLEASE NOTE: These minutes are not official until approved by the Steering Committee at the next Steering Committee meeting. Please see the next Steering Committee meeting minutes for approval or changes to these minutes.