

Agenda
Town Council Regular Meeting
Wednesday, March 06 2024 at 8:00 AM
Town Hall Green Room

1. Pledge
2. Visitors
3. Approval of Minutes – February 21, 2024
4. Appointments/Reappointments
5. Tax Suspense List
6. Communications Subcommittee
7. Chairman’s Report
8. Council Discussion
9. Town Council Committee Liaison Reports
10. Executive Session - Personnel, Pursuant to CGS 1-200 (6) (A) and Real Estate, pursuant to CGS 1-200 (6)(D)
11. Beautification Appointment for a term until 6/30/2024
12. Ratify Finance Director Agreement
13. Authorize Town Manager to Execute Town Marina Concession Stand Lease Agreement
14. Adjourn

1. COLLECTORS' CERTIFICATION TO THE BOARD OF FINANCE, SELECTMEN, COMMON COUNCIL OR OTHER BODY RECOMMENDING TRANSFER OF UNCOLLECTIBLE UNCOLLECTED PROPERTY TAXES TO THE SUSPENSE TAX BOOK.

To the Board of Finance, Selectmen, Common Council, Board of Aldermen, Warden and Burgesses, Committee of.....

Gentlemen:—The following list of uncollectible uncollected taxes for transfer to the suspense tax book is respectfully submitted for your examination and approval.

Name and Address of Each Person against whom an Uncollectible Uncollected Property Tax has been levied.			Date of Enrollment	Uncollectible Uncollected Tax		
No.	NAME	ADDRESS		Due Date	Amount	Reason for Transfer
1						
2	2017 Grand List					
8	Regular mv				23,307.57	
4	Supp mv				4,804.22	
5					<u>28,131.79</u>	
6						
7	2018 Grand List				26,484.87	
8	Regular mv				3,650.70	
9	Supp mv				<u>30,135.57</u>	
10						
11	2018 grand list					
12	personal property				<u>21,148.05</u>	
18						
14					\$ 79,415.41	

I hereby certify that to the best of my knowledge and belief each tax in the above statement has not been paid, is uncollectible and should be transferred to the suspense tax book.

Dated at _____, Conn., the 6th day of March 19 2024

Respectfully submitted, Risa Bibbiani Tax Collector of Town of Clinton CT Name of Tax District

2. ACTION TAKEN BY BOARD OF FINANCE, SELECTMEN, COMMON COUNCIL OR OTHER BODY.

To _____ Tax Collector of _____ Name of Tax District

A detailed examination has been made of the above statement, dated the _____ day of _____, 19____, recommending the transfer of certain uncollected taxes to the suspense tax book. The taxes listed in such statement and numbered _____

are believed to be uncollectible and pursuant to section 12-165 of the General Statutes authority is hereby given you to transfer such taxes, in accord with law, to the suspense tax book.

Dated at _____, Conn., the _____ day of _____ 19____
Board of Finance, Board of Selectmen, Common Council, Board of Aldermen, Warden and Burgesses, Committee of

By _____ Clerk
Name of Tax District

Town of Clinton - Communications Subcommittee

Communications Strategy

Communications Overview

The Town of Clinton made communication a priority, with the intent of increasing awareness of the happenings in the town, policies and programs offered for residents, and generating engagement of constituents. The communication strategy aims to identify opportunities to share the Town's message and streamline the methods by which those messages are shared.

This strategy will serve to enhance communication with the residents and businesses in Clinton by improving communication strategies and communicating more effectively the identified key issues, policy decisions made, and actions taken by the Town Council.

In Clinton, communication is seen as an important role of government and an essential component of the democratic process. It helps build pride, trust, and awareness within the community, increases participation, and contributes to strengthening the quality of life in the community.

Communication Objectives

The Communication Subcommittee has identified five broad objectives to meet the Town Council's intent in establishing the communication strategy. All communications made will be designed with these desired outcomes in mind:

1. **Increase Awareness:** We want information about Town policies and programs to be available to all our audiences and for projects to be common knowledge among Clinton residents.
2. **Increase Engagement:** We want to encourage and enable residents and business owners to participate in, and attend, Town programs and events.
3. **Provide Access:** We want to reduce barriers to communication to reach the broadest possible audience.
4. **Demonstrate Credibility:** We will provide honest and open communications that will help us build trust and credibility with our audiences.
5. **Enhance Transparency:** We intend to conduct the "people's business" in the open, making information about Town policies and operations available to all.

Communication Principles

The Town will strive for our communications to be:

- **Accessible:** The Town will strive to use the most direct language to communicate its policies and programs, by explaining technical terms, avoiding jargon, and providing

background information to ensure that all of our communications are understandable and accessible to the broadest possible audience.

- **Timely & Proactive:** Communications should be made at regular intervals, and whenever possible, the City will provide information on emerging issues, and follow these up to ensure the most accurate and complete information is available to the public as soon as possible.
- **Accurate:** Town communications will not be used for opinions and will provide the most accurate information available at the time.
- **Consistent:** The Town will strive to establish one clear voice throughout all communication channels.
- **Responsive:** The Town recognizes that communication flows two ways, both by providing information and receiving feedback. Listening to residents builds better trust and credibility so the policies and programs created by the Town also reflect the needs and wishes of the community.

Target Audiences

External audiences:

- Residents
- Visitors
- Businesses
- Community organizations
- Schools
- Media

Internal audiences:

- Town Employees
- Town Council
- Town Boards, Commissions, and Committees

Communications Resources

Internal:

- Town Website
- Town Facebook Page
 - Various department, board, and commission social media pages
- Civic Plus Communications
- Town Manager's Monthly Video

External:

- experienceclinton.com
- Harbor News
- Clinton Events quarterly magazine

Communications Flow Protocol

Per the Statement of Policy adopted by the Town Council on 1/17/23, the communications subcommittee will draft content and submit all drafts to the Town Manager who will have editorial discretion over ideas and content.

Drafting Content

All members of the communications subcommittee can draft content for other members to review. When possible, all members of the committee should review draft content before sending it to the Town Manager. When the content has been reviewed, it should be sent to the Town Manager as well as the other members of the communications subcommittee.

All messages should meet one of the communications objectives, and adhere to the communications principles, and any photographs used should be credited to the owner.