

MINUTES
CHARTER REVISION COMMISSION
June 6, 2018

PRESENT: Chairman Dennis Donovan, Commissioners: Eric Bergman, Michael Hornyak, Mary Jo Phelps, Lise Gazzillo,

Guests: Peter Niles, Dom Morelli and Michael Hughes

The meeting was called to order at 7:00 p.m.

Minutes:

- A motion was made by L. Gazzillo, seconded by E. Bergman to approve the minutes of May 30, 2018 as submitted. The motion carried unanimously.

Visitors:

- P. Niles presented his opinion regarding the addition of alternates to the Board of Police Commissioners.
- D. Morelli presented his opinion regarding alternates on the Board of Police Commissioners
- M. Hughes discussed numerous sections of the Charter as follows:
 - The need for a Town Manager and Town Planner
 - The position of Zoning Enforcement Officer (ZEO)
 - Who should hire the ZEO and supervise the Land Use Office
 - Section 8-17 Zoning Enforcement Officer: The Town Manager and Town Council Chairman should work in concert with the Planning and Zoning Commission to make recommendation for a ZEO
 - Section 8-9 Architects, Engineers, Surveyors and Other Such Consultants: the last part of the sentence should read (remove Public Works Commission) and add: "under the administration of the appropriate body".
 - Section 9-2 Code of Ethics: (C): Suggested it read: "No employee of the town can be on a Board or Commission."

Review of Charter recommendations:

Commissioners presented Sections that may require some revisions as follows:

- Section 3-2 Vacancies: (C): How to change this to fit the Town Manager form of government. Is there a state statute that specifically says Town Council?
- Section 5-1: Should read as follows: "..... be reviewed from time to time by said Council. Any increase or decrease by a vote of at least five (5) members of the Council voting in favor of such an increase or decrease only takes effect upon the election of the next Council. The Town Council may be reimbursed for actual expenses incurred in the performance of official duties."
- Section 10-6: (A): should read as follows: "The system of accounts used by Town Departments, Offices, Boards, Commissions, and Agencies shall be that prescribed by the General Statutes, as amended and as supplemented by regulations of the Town Council and Director of Finance. All regulations of the Town Council shall be consistent with the Charter and all Departments, Offices, Boards, Commissions, and Agencies shall comply with such regulations. Said accounts shall be maintained under the supervision of the Town Manager."
- Section 10-6: (B): change "Town Council" to "Town Manager"
- Section 10-6: (E): should read as follows: "The Town Manager shall have the discretionary authority to utilize state, federal, and/or other governmental cooperative purchasing agreements in lieu of obtaining sealed competitive bids."

The meeting was adjourned at 8:36 p.m.

Respectfully submitted,

Wendy McDermott, Clerk