

**MINUTES**  
**Charter Revision Commission**  
**April 22, 2014**

**CALL TO ORDER**

Chairman Suzanne Burr Monaco called the budget meeting to order at 7:00 p.m. at the Town Hall, Town Clerk's Office, Trumbull, Connecticut. All present joined in the Pledge of Allegiance.

**PRESENT**

Suzanne Burr Monaco, Chairman  
Dan Portanova, Vice Chairman  
Adam Maiocco, Secretary  
Ken Martin  
Daniel Shamas  
Barbara Schellenberg, Attorney

The Chairman began the discussion by indicating that due to the time constraints of the Commission, it is important that the Commission prioritize the items to be revised.

The discussion ensued, with a review of the following topics:

1. That the term of the First Selectman, Town Clerk and Treasurer be extended to a 4 year term beginning with the election in 2017. Dan Portanova, Adam Maiocco, Dan Shamas and Ken Martin were in agreement that this was an important issue. Suzanne Burr Monaco abstained. D. Shamas discussed the possibility of including a recall provision.
2. Consideration of also extending the Board of Education term to a 4 year term to make the Board more efficient, to be effective in 2015, with 3 or 4 members elected to a 2 year term, and the remaining 3 or 4 members elected to a 4 year term in 2015. The following elections would be for a 4 year term. This would stagger the terms so all positions are not up for election at the same time. A. Maiocco requested additional time to consider this.
3. Definitions/Housekeeping items:
  - Days – Business vs. Calendar;
  - Notice provisions 48 hrs rather than 24 hrs;
  - Appointments becoming effective on date of publication, not 15 days later;
  - “Confidential” to be replaced by “non-privileged”;
  - Ethics Commission, Ch. VII, Sec. 17 D (ii) be modified by removing “at his or her option, in public or private” as “private” would not constitute a hearing;
4. Discussion of legal notices to be published in the paper to consist of name, date, time and place, with a reference to see the website for further info – to cut down on the cost of publication. Atty Schellenberg will look into the legalities of this suggestion.
5. Discussion of Inland/Wetlands Commission having a Planning & Zoning member on the Commission and whether they should be separate. K Martin suggested that in terms of “expertise,” it might be more practical to have an attorney or Town Engineer.
6. Ch. III, Sec. 6 G (ii) – suggestion that the \$1,000 purchasing line item be increased to \$5,000 due to increased cost. It would still be followed up with 3 bids to be presented to the Department

Head and Purchasing Director for review. It would eliminate some red tape and enable Department Heads to be more efficient.

7. The funding of the Town Pension. The Commission will meet with 2 actuaries who will provide information about options, etc. It was requested that we be advised in advance of the names and credentials of the parties, and that they provide written information prior to the meeting, if possible. The Chair will try to obtain said information.

8. Chapter III, Section 3, C, Line of Succession. B Schellenberg will research the statutes regarding the same. It might be beneficial to, after a 30 day absence, refer to the statute, similar to the Fairfield Charter.

9. Review the budget vote process, considering the possibility of the majority of the Council members present being enabled to act.

10. The consideration of the Elimination of the Civil Service Commission due to the hiring of the Director of Labor Relations. Civil Service presently performs testing and results. Possibility of DLR performing the same.

11. Elimination of the Arts Commission. The Commission has been inactive for over 1 year. The Library Board and Nature Center now handle most of the arts in Town. Atty Schellenberg will look into the legality of having an inactive commission existing in the Charter.

12. Discussion of the suggestion that the WPCA and Inland Wetlands be elected positions. S Burr Monaco discussed the difficulty of this relative to WPCA as it is a difficult commission to staff due to the nature of the work of WPCA.

13. Discussion of the suggestion that the Charter Revision Commission be revised to include 6 members, 3 from each party.

14. Discussion of the suggestion that a position on the Town Council, Boards, and Commissions, would become vacant if he or she fails to attend 50% of the meetings in a 12-month period. S Burr Monaco and A Maiocco felt that this might be unfair and overly harsh, particularly in light of the valuable contributions that such person may be making both in and out of the meetings.

15. Discussion of the suggestion on the Planning & Zoning issue regarding town properties, ie., Middlebrook addition of pre-school. It was discussed that the Board of Ed may be autonomous regarding their properties.

16. Discussion of the suggestion that the traffic authority responsibility be taken from the Police Commission and given to the Town Engineer. Question as to how traffic situations are handled. Chair to request input from the Police and Town Engineer.

Each member was requested to prepare, for the next meeting, a list of their priorities. It will be critical to narrow down our proposed changes within the next meeting or two in order to meet the draft, public hearing, finalization and presentation deadline. Consideration of a potential submission date of May 20, 2014 for the draft report.

The meeting was adjourned by motion of Dan P, seconded by Dan S and unanimous consent at 8:30PM

Respectfully submitted,

Nancy Milewski