

CHARTER REVISION COMMISSION
MEETING MINUTES
OCTOBER 6, 2010

In attendance at the meeting: Commission Members: John P. Chiota, Esq., Chairman; William S. Holden, Vice Chairman; Gail J. Hanna, Secretary; Russell Friedson, Daniel F. Schopick, Esq., and Paul Timpanelli.

Also in attendance: Trumbull First Selectman, Timothy M. Herbst.

Meeting Called to Order 7:10PM.

A Motion was made by G. Hanna to amend the Minutes of September 23, 2010, seconded by R. Friedson, as follows:

Page 1, Line 9, “Library Board of Directors” should read: “Library Board of Trustees”.

Page 2, Idea #90, third sentence, delete “not”.

Page 2, Idea #90, third sentence, insert after “be”: “**greater than that of**”.

Voted unanimously to amend the Minutes of September 23, 2010.

A Motion was made by G. Hanna to approve the Minutes as amended of September 23, 2010, seconded by R. Friedson.

Voted unanimously to approve the Minutes as amended of September 23, 2010.

The Clerk of the Charter Revision Commission distributed to each of the Commission members a copy of a first draft of the Charter revision reflecting the changes discussed at the September 7, 2010 Charter Revision Commission Meeting (including **CHAPTER I. INCORPORATION AND GENERAL POWERS** and **CHAPTER II. LEGISLATIVE BRANCH**). The Commission will review the draft and submit any changes at the next meeting. J. Chiota noted that he will edit Part I from the Fairfield Charter as a sample and submit to the Clerk to incorporate in the Trumbull Charter.

G. Hanna also submitted various emails from the public for the Commission’s review.

Continuing with the Charter revision at: **CHAPTER III. EXECUTIVE BRANCH**

Section 1. Office of First Selectman; election and qualifications.

No Changes.

Section 2. Powers and duties.

Idea #98 - Insert new paragraph: *(i) The First Selectman shall have the authority to appoint all members of his/her office staff.*

Idea #99 - Insert new paragraph: *(j) All powers vested in a Board of Selectman by the state statutes shall reside with the First Selectman.*

Section 3. Absence, disability, vacancy, etc.

J. Chiota will write new language for Section 3.

Idea #100 - Paragraph B. "Ten (10)" percent changed to "*five (5)*" percent.

Section 4. Removal of appointees.

Idea #101 - First sentence; delete "Except where regulations of the Civil Service Board apply,".

Idea #102 - Start first sentence with: "Any".

Section 5. Relations to boards and commissions.

No changes.

Section 6. Department of Finance.

B. Powers and duties.

Idea #103 - Add a new paragraph at the end of "B": "*A publicly accessible and downloadable copy of all audit reports performed by or on any Town entity (including those departments managed by the First Selectman as well as the Board of Education) will be posted on the Town's web site no less than forty-eight (48) hours after they are completed and reported to the appropriate Town entity. This includes, but is not limited to, audit reports done by outside auditors as well as those performed by the Town's internal auditor. Copies of audit reports must be kept available on the Town's web site for the greater of ten (10) years or the maximum required by law.*"

C. Tax Collector, Assessor, purchasing authority, agent of the Town Deposit fund.

Idea #104 - In the first sentence; change "Assessor" to "**Tax Assessor**"; second sentence; change "an" to "**a**"; third sentence; change "Assessor" to "**Tax Assessor**"; sixth sentence; change "Assessor" to "**Tax Assessor**"; and ninth sentence; change "Assessor" to "**Tax Assessor**".

E. Payments of obligations.

Idea #105 - a) After the first sentence, insert new sentence: "*Payments made on behalf of the First Selectman and the Superintendent shall be made by the Treasurer.*"

F. Special audits.

Idea #106 - The fourth line, after First Selectman, insert: "*the Board of Finance,*".

Idea #107 - The top of Page 12, end of the first paragraph, replace "Council" with "**Board of Finance**".

Section 7. Town Clerk.

G. Hanna will provide new language.

Section 8. Town Attorney.

Idea #108 - The first paragraph, first sentence, replace "Attorney" with "**Attorney(s)**".

Idea #109 - The top of Page 14, first sentence, delete "or associate attorneys".

Idea #110 - At the end of the first paragraph, add new sentence: "*The Town Attorney shall have the authority to designate other attorneys to perform legal services on behalf of the Town.*"

Section 9. Fire protection.

No changes.

Section 10. Welfare.

A. Duties of First Selectman

Idea #111 - Can this be deleted? Or, is this necessary for enumerated hours for the State?

B. Amendment of section.

Idea #112 - Move this paragraph to a different section of the Charter.

Section 11. Dog Warden.

Idea #113 - Change "Dog Warden" to "*Animal Control Officer*".

Section 12. Department of Public Works.

A. Composition and appointment.

Idea #114 - The top of Page 15, need to better clarify the description of "*Superintendent of Highway and Bridges*". Statutory required language?

Idea #115 - The top of Page 15, Line 7, after "Park" insert: "*and Recreation*". (If the Park and Recreation Commissions are merged.)

Idea #116 - Page 15, Line 8, replace "also" with "**not**".

Idea #117 - The top of Page 15, first paragraph, delete the last sentence: "The Superintendent of Highways and Bridges or Superintendent of Parks may also serve as Tree Warden as qualified in chapter III, section 122 G."

B. Powers and duties.

Idea #118 - Paragraph (b), Line 2, replace "except" with "*including*".

Idea #119 - Paragraph (b), second sentence, change language to: "*The Department of Public Works will maintain and care for school buildings and grounds and the costs are to be charged against the Board of Education's appropriations.*"

Idea #120 - The top of Page 16, Line 8, after "statement" insert: ", *including projected maintenance and operating costs,* ".

C. Director of Public Works.

Idea #121 - T. Herbst noted language in the first sentence regarding experience of the "Director of Public Works" is too broad. He suggested new language to read as: "*The Director of Public Works shall be either a licensed Engineer or have previous experience as a Director or Deputy Director of Public Works.*" R. Friedson also added "*a minimum of five (5) years experience*". D. Schopick questioned if this should be under the Appointing Authority?

D. Engineering Department.

Idea #122 - Line 5, delete "special".

E. Acceptance of new streets.

No changes.

F. Superintendent of Highways and Bridges.

Checking statutory language?

G. Tree Warden.

Idea #123 - Insert new sentence at the end of the paragraph: "*The Tree Warden cannot have a financial interest in the tree work to be performed on behalf of the Town*".

Section 13. Civil Defense.

Idea #124 - Take out and move to "*Emergency Management*".

Section 14. Building Department.

No changes.

Section 15. Bonds.

No changes.

Meeting Adjourned 9:30PM.

The Commission will start with **CHAPTER IV. ADOPTING THE ANNUAL BUDGET** at the next meeting on October 20, 2010.

Respectfully submitted:
Marilou Mangiamele, Clerk