

CHARTER REVISION COMMISSION
MEETING MINUTES
FEBRUARY 09, 2011

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

Non-commission members in attendance: Attorney Robert Maslan

Meeting Called to Order 7:05PM

Approval of the Minutes

MOTION made by G. Hanna to approve the minutes of January 13, 2011, seconded by P. Timpanelli.

Voted agreed unanimously.

MOTION made by R. Friedson to approve the first draft of **CHAPTER I. INCORPORATION AND GENERAL POWERS**, seconded by P. Timpanelli.

Voted agreed unanimously.

At the instruction of J. Chiota, the Commission Clerk will obtain a binder for Chapter I and for each additional Chapter as they are approved.

The commission discussed changing the First Selectman's term from two (2) years to four (4) years and also changes to the makeup of the Council. J. Chiota suggested that there needs to be questions submitted to the public in order for them to make the decision. The commission members agreed to re-visit the questions to be submitted.

Also, the commission discussed changes to majority and minority representation. At this point in time, the commission members were unable to agree. They all agreed further discussion is needed.

The commission members submitted the following new language to be incorporated in the first draft of the Charter:

J. Chiota submitted new language to be incorporated in the "**Definitions**" section as follows:

"Days – Unless otherwise specified, all references in this Charter to days are business days."

"Adoption of legislation - Unless otherwise specified, all references in this Charter to days are business days."

CHAPTER II. LEGISLATIVE BRANCH

Page 3, Section 2. Composition and Election

Delete the first paragraph.

Section 2. W. Holden suggested inserting the following language: “**Members of the Town Council shall be elected as provided in CHAPTER III. Section 8.**”

Top of Page 4 - delete first paragraph. J. Cordone indicated he does not agree with deleting this paragraph. The commission members indicated when they get to this section in the Charter they will substitute new language, subsequently; they agreed substitute language is needed to be agreed upon at a later date.

Page 4. Section 4. Clerk. Replace “Clerk” with “**Council Clerk.**”

Page 4. Section 4. Line 6; delete “in books kept by him/her for that purpose and such books shall constitute a public record”. Insert at the end of the sentence: The Clerk shall record such record of the attendance of councilmen and all actions taken by vote of the council and of all legislation passed by it together with the votes passed by each councilman: “**and such record shall be maintained at the Town Clerk’s Office and made available for public inspection.**”

Page 5. End of Section 5. Meetings. Insert new language from R. Friedson in a separate paragraph as follows:

“**All elected and appointed boards, commissions, and committees, including the Town Council, will post information about meetings as follows:**

- **For all meetings, agendas and all supplemental materials will be posted on the town’s official web site no less than 48 hours prior to the posted start time of the related meeting.**
- **Minutes of all meetings will be posted on the town’s official web site by the end of the third business day following the date the meeting starts.**
- **The information posted on the town’s official web site must be publicly accessible and downloadable.**
- **The posted information must be kept available on the web site for the greater of five (5) years or the maximum required law.**”

Page 6. Section 7. Emergency legislation.

Should read: “**Emergency legislation and appointments.**”

Page 6. Section 7. Line 6; after “measure”, insert: “**and any appointments to a Board or Commission**”

Page 6. Section 8. Publication of adopted legislation. Line 2; delete “**in a book to be kept for the purpose,**”

Page 6. Section 10. Audit powers. Insert at the end of the first Paragraph A.: “**including the Board of Education**”

Page 7. Section 11. Powers denied council. Replace “the First Selectman” with “**any town official**”

Atty. Maslan discussed with the commission the language for the Board of Education and also elections submitted by W. Holden. The members agreed that they will discuss further at the time in which to edit those Chapters.

The commission will start with **CHAPTER III. EXECUTIVE BRANCH** of the Charter at the next meeting scheduled for February 16, 2011.

Meeting Adjourned: 8:55PM

Respectfully submitted:

Marilou Mangiamele, Clerk