

**CHARTER REVISION COMMISSION**  
**MEETING MINUTES**  
**FEBRUARY 16, 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.; and Russell Friedson.

Commission Members Absent: Paul Timpanelli

*Meeting Called to Order 7:05PM*

**Approval of the Minutes**

MOTION made by R. Friedson to approve the minutes of February 16, 2011, seconded by G. Hanna.

Voted agreed unanimously.

J. Chiota instructed to delete **Section 5. of CHAPTER I**, which was previously inserted in the Charter using an example of Fairfield's Charter. The commission members agreed they do not want to use the text from Fairfield's Charter in the new Charter for Trumbull.

The commission members did not make any motions or votes on CHAPTER I AND CHAPTER II as scheduled. They still need language from W. Holden and R. Friedson and also due to the absence of P. Timpanelli.

The commission continued with revisions of the Charter as follows:

**CHAPTER III. EXECUTIVE BRANCH**

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

The commission members still cannot agree on the term for the First Selectman.

**Section 2. Powers and duties.**

(a) Change paragraph to read as follows: "**See that all laws, ordinances and provisions of this Charter governing the Town are faithfully executed and enforced.**"

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

Insert a new paragraph: "**(j) All powers vested provided by Connecticut State Statute shall reside with the First Selectman.**"

**Section 3. Absence, disability, vacancy, etc.**

**Agreed the order of succession should be as follows: the First Selectman, the Town Treasurer and the Chairman of the Town Council.**

A. First sentence, insert after “disability”: “personal emergency” and after “appoint the”, insert: “the Town Treasurer or the Chairman of the Town Council.”

In the same sentence, delete “Director of Finance”.

B. Fifth sentence, delete “Director of Finance”, replace with “Town Treasurer” and also on the top of Page 9.

C.

**Section 6. Department of Finance**

*E. Payments of obligations*

Correct paragraphs (a) and (b) so that they are not combined. They should be separate paragraphs.

Delete the last sentence in both paragraphs (a) and (b): “*He/she may investigate any claim and if he/she finds that the claim is fraudulent, erroneous, or otherwise invalid, he/she shall not issue a warrant therefor.*”

G. *Purchasing contracts and expenditures.*

(b) Change \$500.00 to \$1,000.00

(c) Change \$5,000.00 to \$10,000.00

Insert: “**(f) Except for emergencies that threaten the immediate health, safety and well being of town residents, spending by all town entities will be at a rate consistent with the nature of appropriation (in what was seasonable).**”

**Section 8. Town Attorney. Change to “Town Council”**

**Section 9. Fire Protection.**

– P. Timpanelli to propose new language which he is working on it. (To be discussed later).

**Section 10. Welfare.** (Need to check with Atty. Maslan if this can be deleted.)

**Section 11. Animal Control Officer.**

G. Hanna questioned why the Animal Control Officer reports to the Police Department? Is he/she appointed?

**Section 12. Department of Public Works.**

*B. Powers and Duties.*

(b) Combine maintenance and Board of Education buildings.  
Check with Atty. Maslan if this is legal.

C. *Director of Public Works.* Replace first sentence with: “**The Director of Public Works shall have five (5) years experience as a director or deputy director of Public Works or the equivalent.**”

Also, can this be combined with **Park and Recreation and Youth?**

E. *Acceptance of new streets.* – Check with Atty. Maslan if this is legal

F. *Superintendent of Highways and Bridges.* – Check with Atty. Maslan if this is legal.

G. *Tree Warden.* - J. Cordone to check the statute regarding the Tree Warden’s financial interest in the work to be performed.

**Section 13. Civil Defense.** Delete this section. This section may be combined with **Emergency Services.**

**Section 14. Building Department.**

D. *Building Code of Appeals.* W. Holden will get a list of the Boards and Commission for consistency of number of members and length of terms.

E. *Housing Board of Appeals.* Need more information about this Board. Can this Board be deleted?

#### **CHAPTER IV. ADOPTING THE ANNUAL BUDGET**

Move **Referendum** language previously submitted by R. Friedson under **Budget**. The commission reviewed with J. Cordone the explanation of the insertion of revenues/receipts and also the special agencies and enterprise funds.

**Section 3. Duties of the Council.**

B. (i) Delete “no later than the 30<sup>th</sup> of April.” Replace with: “**within two (2) business days of adoption.**”

The commission members would like to globally replace “Council” with “Town Council” throughout the Charter.

#### **CHAPTER V. APPROPRIATIONS FROM THE GENERAL FUND AND THE CAPITAL AND NONRECURRING FUND DURING THE COURSE OF THE FISCAL YEAR**

The commission noted the new language from R. Friedson for a new **Section 2. Supplemental Appropriations** has been previously inserted in the first draft of the Charter.

**Section 5. Setting the tax rate.**

Line 10, after five (5), insert “**business**”.

Top of Page 23, first sentence, delete: “**have the authority to**”.

**CHAPTER VI. BOND ISSUES**

No Changes.

The commission will start with **CHAPTER VII. BOARDS AND COMMISSIONS** of the Charter at the next meeting scheduled for March 9, 2011

Meeting Adjourned: 8:55PM

Respectfully submitted:

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Marilou Mangiamele, Clerk

