

**Brookfield Charter Revision Committee**  
**Draft Minutes**  
**Thursday January 5, 2012, 7:00 p.m.**  
**Selectman's Conference Room (2<sup>nd</sup> Floor), Brookfield Town Hall**

**Present:** Chairman L. Miller, Secretary D. Miles, D. Propper, M. Labadia, R. Jaffe, G. Dembowski, P. Scalzo, S. Martone

**Absent:** Vice Chairman J. Park

**1.0 Public Comments (15 minutes).**

*No one present.*

**2.0 Correspondence.**

The Press Release submitted at the Board of Selectmen's ("BOS") meeting on Tuesday, January 3, 2012, was put into the record. It was noted that the Press Release ran in the *Brookfield Patch*, and the *Housatonic Times*, as well as the on-line site of the *Housatonic Times*. Ms. Tessier of the *Housatonic Times* noted one correction related to the discussion of the candidates for First Selectman running solely for that position, to change the beginning of that sentence from "Because" to "Also."

The *Brookfield Patch* article was reviewed.

Chairman Miller indicated that at the BOS meeting, First Selectman Davidson recommended that the public hearing be televised.

An email from Selectman H. Lasser to Chairman Miller, dated January 5, 2012 (10:26 a.m.), was also entered into the record.

Commissioner Propper will speak with the Superintendent of Schools regarding sending an e-news notice to students' families regarding the public hearing. Commissioner Dembowski suggested that a "white paper" copy of the CRC position be made available. There was discussion regarding whether this should be done by the CRC or the BOS. It was noted that the CRC would be disbanded in April 2012.

Chairman Miller read his response to the aforementioned email of Selectman H. Lasser (1/5/12; 11:22 a.m.). He emphasized that he would like the CRC to present its final recommendations to the BOS by the end of February. He also read Selectman H. Lasser's counter response (1/5/12; 11:42 a.m.), which further discusses the timeline of events, including a BOS public hearing as well as getting the proposed recommendations on the ballot for the November 2012 elections.

Chairman Miller confirmed that there would be one more regular meeting of the CRC on January 19, 2012, prior to the January 26, 2012 public hearing.

Commissioner Jaffe recommended that the public hearing not be televised, as the November election is some time away. The Commission agreed that more effective communication with the public would be accomplished by televising the BOS public hearing closer to the election date. Chairman Miller will discuss this suggestion with the First Selectman.

### **3.0 Review and Accept December 15, 2011 Meeting Minutes.**

**Secretary Miles moved to accept the Minutes of the December 15, 2011 meeting. Commissioner Jaffe seconded the motion and it carried, 6-0-2, with Commissioners Propper and Dembowski abstaining.**

#### **Miscellaneous**

The discussion then turned to the presentation at the public hearing on January 26, 2012, and Town of Mansfield Town Manager M. Hart's role. Commissioner Dembowski suggested that a First Selectman from a town with a town manager, or a First Selectman from a town with a five-member board, be invited to attend. Commissioner Scalzo recommended that Mr. Hart highlight his role in the Town of Mansfield, not only in terms of the salary associated with the position, but also his role in the development of a town center in Mansfield, and the continuity and professionalism associated with the position. It was noted that Mr. Hart might bring additional colleagues of the International City/County Management Association.

There was additional discussion regarding the recommendation for the five-member BOS. Chairman Miller noted the discrepancy between the number of members of other town boards and commissions (five to seven, with alternates) compared to the current number of three selectmen. It was decided that the CRC would not invite a First Selectman from a five-member Board to attend the public hearing.

Commission members were encouraged to make town residents aware of the public hearing and to invite them to attend the public hearing.

### **4.0 Review draft charter changes and prepare final document for submission to town counsel's review and comment.**

Commissioner Jaffe advised that because at the most recent BOS meeting a Charter-related issue involving an appropriation was discussed, he met with Attorney Grogins today. Attorney Grogins has indicated that, although the issue is not often visited, the Charter is not definitive on where the authority for the appropriation lies.

The last draft of the charter changes sent out by Chairman Miller on January 4, 2012, was reviewed, and the following changes were noted and typed into the master draft by Commissioner Jaffe:

- Section C2-6.D – to read, “An appointee to a vacancy in an elective office shall serve until an elected successor’s term begins – whether such election is at a special election or at a regular town election”;
- Section C3-2.A.1 – to remove the plural from “terms”;
- Section C3-2.G – to add “Planning and” after the word, “The” in the second sentence;
- Section C.4-9.D – to change “being” to “it is” prior to the word, “submitted”;
- Section C.4-7.A – add “approved meeting” before minutes;
- Section C.4-7.A - to change the percentages from “2%” to “4%”;
- Section 4-7.C. – to change the percentage from “1%” to “2%”;
- Section C.4-8.A – to change the percentage from “3%” to “4%”;
- Section C.4-8.C – to change the percentage from “1.5%” to “2%”;
- Section C-4.9.B – to change the percentage from “3%” to “4%”;
- Section C-9.5 - to change the percentage from “3%” to “4%”;
- Section C.8-5.A - to change “\$20,000” to “\$50,000”;
- Section C.8-5.E – to change the number of days to “forty-five”;
- Section C.4-10.B - to delete “at least biennially”;
- Section C.5-1 – to capitalize “Chairman” and remove all gender references; before “duties”;
- Section C.5-2 – it was noted that subsections C and E are duplications; E will be removed; and subsection F will become E;
- Section C.5-3 – the last subsection should be headed as F;

*At 8:14 p.m., a four minute recess was taken.*

- Section C5-4.B – to remove all gender references;
- Section C.6-11.A - after “appoint” to add the words “and hire at will for a contracted term”; remove the words, “and may remove”; and delete all gender references and the word, “exclusively”; and with regard to the length of time for incapacitation, to change, “for a period not to exceed six months” to “for a period not to exceed one year”.
- to delete “The appointee may be currently a town official ...”;
- Section C.6-11.B – to delete gender references;
- Section C.6-11.C – to remove “town clerk” as that individual is an elected official;
- Section C.6-11.F – to remove the Section because it is a repeat of Section C7.1.A;
- Throughout the document to not capitalize “town manager”;
- Section C7-6 - to remove subsection L;
- Addendum A, III.H - to remove “Gurski Commission”

The Commission will also ask Attorney Grogins to review the ballot questions before they are sent to the BOS; and to review Section C8-7 in its entirety. This Section relates to authority to make purchases.

**5.0 Review PowerPoint presentation for the January 26<sup>th</sup> public hearing.**

The PowerPoint presentation prepared by Chairman Miller and Commissioner Jaffe was reviewed very briefly and will continue to be developed.

**6.0 Open Discussion.**

None.

**7.0 Public Comments (15 minutes).**

*No one present.*

**8.0 Adjourn.**

Commissioner Martone moved to adjourn the meeting at 9:06 p.m. Commissioner Scalzo seconded the motion, and it carried unanimously.

***\*\*Next regular meeting to be held January 19, 2012\*\****