



**APPROVED MINUTES
CHARTER REVISION COMMISSION
SATURDAY, JANUARY 14, 2017
10:00 AM – SENIOR CENTER**

Call to Order: Chair Park called the meeting to order at 10:01 AM.

Present: Chair Park; Vice Chair Friedrich *via conference call*; Commissioner Jaffe; Commissioner Dori; Commissioner Donovan; Commissioner Hand; Commissioner Ferry

Also Present: Emily Cole Prescott, Recording Secretary

Public Comment: Larry Miller of 115 Obtuse Hill Road addressed the Board. Mr. Miller spoke about the reasons why the Commission should consider the hiring of a town manager. He also spoke in favor of increasing the size of the board of selectmen from three to five members. Mr. Miller also suggested that voters receive the budget submittals directly from the departments, rather than after review by the Board of Finance. Mr. Miller urged the Commission to consider an amendment to the charter that would indicate that if proper approval of attorneys fees and consultation is not obtained, the employee or official is held personally responsible for those fees and costs. Mr. Miller encouraged the commissioners to bring forward what they feel is best for the Town.

Approval of the Minutes of the January 4th Meeting: Commissioner Jaffe noted that while he is not recommending a revision to the minutes, it is not necessary to list who voted for every motion when the vote is unanimous. He also mentioned that there is no need to indicate that the motions and minutes had been prepared by a recording of the meeting. **Commissioner Jaffe made a motion to accept the minutes [of the January 4th meeting] as presented. Commissioner Hand seconded the motion, and it carried unanimously.**

Correspondence: Commissioner Jaffe shared a document he had compiled of the Commission's charges that were either assigned by the Board of Selectmen or presented at the September public hearing. He had indicated in color-coding the charges the commission has decided to either pursue or not to pursue.

Review, clarify and assign preliminary wording for those charges we finalized (see motions sent separately): Commissioner Dori indicated that she thought it would be best to wait until after the public hearing to bring final language forward. Commissioner Hand noted two new topics brought before the Commission today:

1. Budgets to be delivered directly to voters instead of to the Board of Finance – The Commission discussed the Board of Finance's current process.
2. Legal fees incurred by someone who has not received appropriate approvals – Commissioner Jaffe suggested that the Commission ask Town Atty. Beecher about this matter.

The Commission briefly discussed the topic of hiring a town manager. Commissioner Jaffe asked those members present who would not be in favor of the town manger, and no one indicated affirmatively.

Ethics Document: The Commission briefly reviewed the ethics revision submitted to the Commission by Atty. Beecher. Commissioner Jaffe asked if the Board of Ethics should be given special treatment, and stated that he believes the Board of Ethics should be given special treatment because the Board reviews specific events.

Budget transfers and dollar amounts: Vice Chair Friedrich presented his research on this matter. He recommended that language be drafted to indicate that the budget is to remain untouched for seven to nine months, and after this period, transfers are allowable. Vice Chair Friedrich stated that he believes, based on his research, that the First Selectman should have the authority to transfer funds between different departments, but that the department head roles must still be respected. The Commission discussed raising the dollar amount of internal transfers only (from one part of a department to another part of the same department) of up to \$50,000 without additional Board of Finance approval. Commissioner Jaffe stated that the Board of Finance's role is not to initiate spending. Vice Chair Friedrich will draft his recommended language for the Commission's review.

Petition Discussion: *The Commission will discuss petitions at the next meeting.* Based on conversation from public comment, Chair Park noted that the Commission may also consider discussion of allowing the town meeting to either reduce or increase the budget at the next meeting, when the topic of petitions is discussed.

Other Business:

- Five-member board of selectmen topic: Commissioner Jaffe shared his research about the topic of minority representation for a five-member board of selectmen. His recommendation is to follow provisions of CT General Statutes section 9-204A for minority representation.
- Social media use: Chair Park cautioned members' use of social media, urging them to indicate that when they speak their opinions, they make it clear their opinions are personal and do not represent the opinion of the Commission.

Public Comment: No additional comment.

Adjournment: **Commissioner Donovan made a motion to adjourn the meeting at 11:51 AM, and Commissioner Ferry seconded the motion. The motion carried unanimously.**

The next meeting is scheduled on Monday, January 23, 2017 at 7:00 PM.