

**CHARTER REVISION COMMISSION  
TOWN OF EAST WINDSOR  
11 RYE STREET  
EAST WINDSOR, CONNECTICUT 06088**

These minutes are not official until approved at the subsequent meeting.

**Minutes of Regular Meeting**

**Thursday, February 20, 2014 at 6:30 p.m.**

Members Present: Richard LeBoriosis, Alan Baker, Karla Schultz, Leonard Norton (arrived at 6:41 p.m.), Richard Pippin, Jr., and Charles Riggott  
Members Absent: Lois Noble  
Others: Kathy Pippin, Jack Mannette and Gilbert Hayes  
Press: None

**I. Call to Order**

Chairman Richard LeBoriosis called the Regular Hearing to Order at 6:33 p.m. in the East Windsor Town Hall.

**II. Approval of Minutes**

**a.Regular Meeting Minutes of January 16, 2014**

It was **MOVED** (Pippin) and **SECONDED** (Riggott) and **PASSED** (5-0) (In Favor – R. LeBoriosis, K. Schultz, R. Pippin, A. Baker and C. Riggott; Opposed - None) that the Charter Revision Commission approves the Regular Meeting Minutes of January 16, 2014 as presented.

**III. Public Comments**

None.

**IV. New Business**

**a. Concerns of Boards, Commission & Department Heads**

Mr. LeBoriosis reported to the Committee that he has sent a request to all Boards, Commissions and Department Heads of the Town requesting if they had any concerns with the Charter. He has receive two responses and he would like to table his item until the next meeting. He will again request any suggestions before the next meeting.

**V. Old Business**

**a. General Overview of Charter**

Mr. LeBoriosis indicated he will be going through each Section of the Charter and they will be making some formal decisions this evening. It was the general consensus that Section I had no concerns and no changes will be recommended.

Section II Elections was discussed.

It was **MOVED** (Baker) and **SECONDED** (Schultz) that the Charter Revision Commission recommends removing Section 2-1C (10) Seven Constables – Four-year term from the Town Charter.

A discussion was held in regards to removing other subsections of Section 2-1 and changing the terms of elected officials, such as Board of Selectmen.

A vote was taken and **PASSED** (5-0) (In Favor – R. LeBoriosis, K. Schultz, R. Pippin, A. Baker and C. Riggott; Opposed - None).

I was **MOVED** (Pippin) and **SECONDED** (Riggott) that the Charter Revision Commission recommends removing Section 2-1C(4) Two alternates to the Board of Finance – Four-year term; Section 2-1C(6) Three member of the Board of Assessment Appeals – Staggered four-year term (one member in Group A and two members in Group B); Section 2-1C(7) Five members of the Police Commission – Staggered four-year term (two members in Group A and three members in Group B); Section 2-1C(8) Five members of the Zoning Board of Appeals – Staggered four-year term (three members in Group A and two members in Group B); and Section 2-1C(9) Three Alternates to Zoning Board of Appeals – Four-year terms as elected positions.

A brief discussion was held.

A vote was taken and **PASSED** (5-0) (In Favor – R. LeBoriosis, K. Schultz, R. Pippin, A. Baker and C. Riggott; Opposed - None).

(Leonard Norton entered the meeting at 6:41 p.m.)

It was **MOVED** (Pippin) and **SECONDED** (Baker) that the Charter Revision Commission recommends that Section 2-1C(2) be amended to read Four Members of the Board of Selectmen – Staggered four-year terms.

A discussion was held. It was inquired why this suggestion and it was quickly answered that the last election, it was possible that all of the Board Members, including the First Selectmen could have been removed from office and all Board Members would have had no experience in the daily business of the Town.

A vote was taken. **PASSED** (4-2) (In Favor – L. Norton, R. Pippin, C. Riggott, and A. Baker; Opposed – R. LeBorious and K. Schultz.

Motion passed.

It was suggested trying to keep the language simple and to have legal counsel to review all changes and language. A suggestion of changing the 45 days to fill vacancies before the requirement of having a special election should be changed. The Committee Members were unclear if they can change the amount of days pursuant to Connecticut General Statutes. It was suggested excluding the Board of Education and Board of Finance due to the statutory requirements.

Section 2-3 Elections/Voting Districts was discussed. A motion was made by Mr. LeBorious to allow the Board of Selectmen to establish voting districts in the Town.

A discussion was held and it was asked if the voting districts were governed by Ordinance or by State Statute.

The motion was not seconded and died.

Section 2-5 Elections/Eligibility was discussed wherein no person can be elected without being a town resident, owing no back taxes or be a party in a legal action against the town. Another suggestion regarding a change would to add language that would include Town Administrator and the possibility of changing the First Selectmen position into a part-time position versus a full time paid position. The discussion then reverted back to filling vacant positions and the time limitation and if the party holding the vacant seat cannot fill said seat, then the vacancy should be posted to both parties to fill. It was unclear if this could be done legally. The Committee was unclear if this time limitation of 45 days was according to the Connecticut General Statutes. It was not certain if the

Town Charter would override the State Statutes. It was suggested getting a legal opinion about this issue.

It was **MOVED** (Schultz) and **SECONDED** (Riggott) that the Charter Revision Commission recommends striking Section 2-7 Vacancies B “In the event that the vacancy for an elective Town office is not filled by the Board of Selectmen within forty-five days, a Special election shall be held to fill such vacancy in accordance with C.G.S.”

A discussion was held. It was noted that this would not affect the Board of Education or Board of Finance. It was also suggested the possibility of extending the deadline to 60 or 90 days.

A vote was taken. **PASSED** (5-1) (In Favor – L. Norton, R. Pippin, C. Riggott, K. Schultz and R. LeBorious; Opposed – A. Baker.

Motion passed.

The next section discussed was Section 3-2 Duties of Elected Town Officers, Boards and Commissions. Section 3-2 D in regards to voting alternate appointments and allowing those appointments until a voting member arrives at the meeting. It was suggested keeping that appointment of the alternate until the issue is heard. After a brief discussion, a motion was never made.

Section IV was the next section discussed. A discussion regarding the town’s legislative body and the definition of same. Is the legislative body the Board of Selectmen or done by Town Meeting. The discussion continued with the pros and cons of having a Town Meeting type of legislative body versus a Board of Selectmen. After the discussion, it was agreed to pass over this Section 4-1.

Section 4-5 Procedure was discussed briefly and no changes were suggested. Section 4-6 Emergency Powers was next discussed. The discussion began with examples of emergencies and the most recent emergencies the town has experienced and how those emergencies were handled. Questions and explanations regarding calling emergency meetings for the Board of Selectmen and Board of Finance in order to obtain the appropriate funds for such emergencies. The role of the First Selectmen and declaring a state of emergency and what powers the Board of Selectmen have during a state of emergency and how much money is budgeted for such emergency before more monies must be allocated by the approval of the Board of Finance.

It was **MOVED** (Norton) and **SECONDED** (Pippin) that the Charter Revision Commission recommends striking Section 4-6 B the sentence “The First Selectmen may obligate the Town in an amount not to exceed the maximum amount (“public emergency contingency”) to meet or mitigate any declared public emergency.” To “The First Selectmen may obligate the Town in an amount not to exceed \$100,000 to meet or mitigate any declared public emergency.”

No discussion was heard.

A vote took place and **PASSED** (6-0) (In Favor – L. Norton, R. Pippin, C. Riggott, K. Schultz, A. Baker and R. LeBorious; Opposed – None.)

Motion passed.

The next section discussed was Section 5 – The First Selectman. A lengthy discussion was held regarding having a First Selectman or having a Town Administrator, the pros and cons of each including experience in writing grants, negotiating contracts and general business aptitude. It was also brought up that a First Selectman usually has more pull in speaking to the Governor or other State Elected Officials versus having a Town Administrator attempting to get the attention of those elected officials. Suggestions of having a First Selectmen as a part-time position, mainly ceremonial and having the Town Administrator full time position. Concerns about funding two positions and the cost of a Town Administrator.

Mr. LeBorious commented that at the next meeting, a presentation will be given by CCM regarding Town Administrators.

## **VI. Adjournment**

It was **MOVED** (Riggott) and **SECONDED** (Schultz) and **PASSED** (5-0) (In Favor - K. Schultz, L. Norton, R. Pippin, C. Riggott, and A. Baker; Opposed - None) that the Charter Revision Commission adjourns the February 20, 2014 Regular Meeting at 8:00 p.m.

Respectfully submitted,

Denise M. Piotrowicz  
Recording Secretary