

**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 Special Meeting**

**Thursday, May 15, 2014 at 6:30 p.m.**

Members Present:	Richard LeBorinous, Richard Pippin, Jr., Alan Baker, Karla Schultz and Lois Noble
Members Absent:	Leonard Norton and Charles Riggott
Others:	Kathy Pippin
Press:	None

**I. Call to Order**

Chairman Richard LeBorinous called the Special Meeting to Order at 6:36 p.m. in the East Windsor Town Hall.

**II. Approval of Minutes**

**• Special Meeting Minutes of April 23, 2014**

It was **MOVED** (Baker) and **SECONDED** (Pippin) and **PASSED** (4-0) (In Favor – R. LeBorinous, R. Pippin, A. Baker and K. Schultz; Opposed - None) that the Charter Revision Commission approves the Special Meeting Minutes of April 23, 2014 as presented.

**• Special Meeting Minutes of May 1, 2014**

It was **MOVED** (Baker) and **SECONDED** (Schultz) and **PASSED** (4-0) (In Favor – R. LeBorinous, R. Pippin, A. Baker and K. Schultz; Opposed - None) that the Charter Revision Commission approves the Special Meeting Minutes of May 1, 2014 as presented.

**• Special Meeting Minutes of May 7, 2014**

An error was noted in the May 7, 2014 Special Meeting Minutes in Section IV. Paragraph 7. An amendment to those minutes are noted. The following is the amendment:

“I was also discussed...”

to

“It was also discussed...”

An error was noted in the May 7, 2014 Special Meeting Minutes in Section IV., Paragraph 19. An amendment to those minutes are noted. The following is the amendment:

“...it defaults to the prior year adapted budget plus...”

to

“...it defaults to the prior year adopted budget plus...”

It was **MOVED** (Pippin) and **SECONDED** (Baker) and **PASSED** 4-0) (In Favor – R. LeBorious, K. Schultz, R. Pippin and A. Baker; Opposed – None; Abstain – None) that the Charter Revision Commission approves the Special Meeting Minutes of May 7, 2014 as amended.

### **III. Public Comments**

None.

### **IV. New Business**

None.

### **V. Old Business**

#### **a. Review Draft Charter**

Mr. Alan Baker gave to all the Board Members a final a draft of the Charter from the information and changes which were made at the last reading of the draft Charter. He explained that all formatting changes have been accepted. He indicated the Table of Contents has not yet been completed until all of the changes from this reading is complete, specially the changes which will be made to Chapter VIII.

One of the issues which the Commission have been discussing at length is the budget acceptance and how the budget is adopted allowing only one referendum before the default budget falls into place. It was mentioned

that after the public hearing last night on the current budget, that only one referendum may not be appropriate because if a second referendum was in place, it gives the town's administration an opportunity to review budgets again and find hidden savings, for example, debt service. The 2% default increase is agreeable with mostly everyone. A discussion of a status quo budget was held. Status quo being no increased services, just the percentage of increases to keep the same services. It was determined that the interpretation would cause more legal problems for the town.

Ms. Lois Noble entered the meeting at 6:47 p.m.

It was suggested that based upon the current budget public hearing last night, it should be two referendums than revert to the 2% default because monies were found to decrease the budget \$300,000 without cutting any services and if only one referendum, those monies may not have been found. The Town Meeting format was brought up again indicating that it is the best form of government and anyone who is interested in voting for the budget will come to the meeting and listen to the presentations and be informed of the budget rather than voting no just for the sake of voting no. It was then brought up that the newly Board of Selectman with the assistance of the Town Administrator and adopt a newly budget.

A lengthy discussion was held.

It was **MOVED** (Schultz) and **SECONDED** (Pippin) and **PASSED** (5-0) (In Favor – R. LeBorious, K. Schultz, R. Pippin, L. Noble and A. Baker; Opposed – None; Abstain – None) that the Charter Revision Commission changes the Current Charter in Chapter VIII that the budget presented and be voted upon at two Referendums if needed, if the second fails, it is defaulted.

Mr. Pippin needed clarification of the Board of Selectmen and the Deputy First Selectmen. He indicated that the Deputy First Selectman is not an elected position but it is appointed by the newly elected Board of Selectmen. It was clarified with no changes made.

Mr. LeBorious wanted to discuss the charges received by the Charter Commission to make sure all issues were addressed. He read through them and asked the members to make any comments. Those issues were:

- Staggered four year terms for Board of Selectmen
- Constables
- Two voting districts

- A person owing back taxes, liens or current lawsuits cannot sit on a board or commission
- 45 day requirement to make appointments
- Appointments of same affiliated parties
- Appointment of Deputy First Selectman
- Powers of the Board of Selectmen during emergency circumstances

The discussion continued reviewing specific sections of the Charter, specifically Section Nos. 4-6, 4-7, and 6-5. The removal of an appointed Board or Commission Member. It was discussed that this issue is addressed specifically in a Town Ordinance.

A brief discussion was held in regards to Section 6-5.

It was **MOVED** (Pippin) and **SECONDED** (Noble) and **PASSED** (5-0) (In Favor – R. LeBorious, K. Schultz, R. Pippin, L. Noble and A. Baker; Opposed – None; Abstain – None) that the Charter Revision Commission changes the Charter to read: Any such hearing conducted under this section (Section 6-5) shall be held in executive session unless the appointed official subject of the hearing requests that it be held in open session.

They spoke about the GASPE accounting practices and how all town agencies are required under law to use those accounting principles. They discussed Sections 7-2(C), 8-3(C) and 8-4 (3). It was mentioned that public Improvement should be defined. Section 8-4(3) it was noted that the Capital Improvement proposals should be due December and not November. It was noted that any references to the Board of Finance needs to be changes to Board of Selectmen. Section 8-5 was discussed and indicated the changes which were made from this current meeting. Changing the referendum numbers from one to two. It was also noted that the change of entering into contracts changed from 3 years to 4 years. There was no objection heard on any of the changes which were discussed.

A discussion regarding Section 10-5(a) wherein 20 people can petition a Town Meeting on a subject. It was suggested increasing that number to 200.

It was **MOVED** (Noble) and **SECONDED** (Schultz) and **PASSED** (5-0) (In Favor – R. LeBorious, K. Schultz, R. Pippin, L. Noble and A. Baker; Opposed – None; Abstain – None) that the Charter Revision Commission changes the Charter to read in Section 10-5(a) that 200 people are needed to petition a Town Meeting.

Mr. LeBoriorous then began to discuss the first public hearing and the comments which were made by the public, wanting to make sure the comments of the public were addressed by this Commission. Ms. Schultz had her notes from that meeting and read through them quickly.

It was noted that the Department of Public Safety was not included in the Charter, given that the Police Commission has been deleted from the Charter. They began looking through the Revised Charter to see if the Department of Public Safety was mentioned or the Police Department. It was suggested the Police Department or Department of Public Safety be mentioned within the Sections of Appointed Officials, such as Tax Collector and/or Treasurer. It was noted that the Police Department was instituted by a Town Ordinance years ago. The Chief of Police should be as an appointed official. Mr. Pippin read from the Ordinance. The only question was how was an officer to appeal a personnel decision, since the appeal process was to the Police Commission. It was noted that it would have to be put in the employee manual about the appeal process and it would have to be done through the Board of Selectmen. However, it would have to be researched by lawyers to make sure it can be done that way.

A brief discussion was held.

It was noted that the Commission now has to report to the Board of Selectmen of their recommendations and a Public Hearing has to be held. A brief discussion was held regarding the next steps in the process of having the Revised Charter placed on the ballot for the next election.

It was **MOVED** (Noble) and **SECONDED** (Baker) and **PASSED** (5-0) (In Favor – R. LeBoriorous, K. Schultz, R. Pippin, L. Noble and A. Baker; Opposed – None; Abstain – None) that the Charter Revision Commission will schedule a Public Hearing on May 29, 2014 at 7:30 p.m. at the Town Hall in East Windsor, Connecticut and will hold a Special Meeting right after the Public Hearing to vote on the recommended draft to the Board of Selectmen.

## **VI. Adjournment**

It was **MOVED** (Schultz) and **SECONDED** (Noble) and **PASSED** (6-0) (In Favor - K. Schultz, R. Pippin, A. Baker, R. LeBoriorous, L. Norton and L. Noble; Opposed – None) that the Charter Revision Commission adjourns the May 15, 2014 Special Meeting at 8:15 p.m.

Respectfully submitted,

Denise M. Piotrowicz  
Recording Secretary