

TOWN OF EAST WINDSOR CHARTER REVISION COMMISSION

Regular Meeting
Monday, September 10, 2018
Scout Hall, 28 Abbe Road, East Windsor, CT.

Commission Members

Co-Chairman: John Matthews, Keith Yagaloff
Members: Don Arcari, Cher Balch, Betsy Burns, William Loos, John Mazza,
Rachel Safford, Charlie Szymanski, Bonnie Yosky

MEETING MINUTES

**** These Minutes are not official until approved at a subsequent meeting****

1. TIME AND PLACE OF MEETING:

Co-Chairman Matthews called the Meeting to Order at 7:07 p.m. in Meeting Room 2, Scout Hall, 28 Abbe Road, East Windsor, CT.

ATTENDANCE:

Present: John Matthews, Co-Chairman; Keith Yagaloff, Co-Chairman; Don Arcari (arrived 7:55 p.m., Betsy Burns; John Mazza, Rachel Safford, Charlie Szymanski, and Bonnie Yosky

Absent: Cher Balch, and William Loos

GUESTS: No one from the public was present

Press: No one from the Press was present.

2. AGENDA APPROVAL/ADDED AGENDA ITEMS:

MOTION: To ACCEPT the Agenda as posted.

Yosky moved/Yagaloff seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous (Matthews/Yagaloff/Burns/Mazza/
Safford/Szymanski/Yosky)

3. APPROVAL OF MEETING MINUTES/A. Minutes of August 27, 2018:

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MOTION: To ACCEPT the Minutes of the Charter Revision Commission dated August 27, 2018 as presented.

Szymanski moved/Mazza seconded/

VOTE: In Favor: Matthews/Mazza/Szymanski/Yosky)
Opposed: No one
Abstained: Burns/Safford/Yagaloff

4. **PUBLIC PARTICIPATION:** *The public is encouraged to provide their thoughts as succinctly as possible. CRC members will not comment on the merits of an idea at this meeting, but may ask questions to clarify the proposal. A time limit may be imposed.*

No one from the public was present.

6. **HOUSEKEEPING:**

- **October 15th CRC Meeting:**

Co-Chairman Matthews reported he has been able to work out a compromise with the Scout leader; the CRC will now be able to use Scout Hall for its October 15th Meeting.

- **Additional Public Information Meeting:**

Co-Chairman Matthews reported First Selectman Maynard has requested that the CRC hold an additional public meeting to explain the Charter changes being considered to the public and to solicit public input. He has suggested the CRC make a presentation at the Board of Selectmen's Regular Meeting scheduled for November 15th. Discussion continued regarding the timing and format of the CRC's meeting. Should it be an additional public hearing or a public forum to seek better resident participation?

The Committee also noted they are still in the preliminary stages of forming specific changes. The Committee felt a public hearing during these formative meetings was premature; however, a public forum soliciting ideas from the Town public would be more valuable. -Discussion followed regarding options for publicizing Commission Meetings to encourage greater participation.

Ms. Safford presented the Commission with a survey sampling from the Town of Stonington. She suggested the survey was another option to gather public input. The Commission considered how to make the survey available to residents. While the Town website might be an option there are many residents who don't use technology as their informational source. Ms. Stafford agreed to work up a survey pertinent to East Windsor for the Commission's review.

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7. CORRESPONDENCE AND LOCAL NEWS:

Co-Chairman Matthews opened discussion of the lack of availability of comparative information (Town by Town, contract by contract, and year by year) regarding various Town expenditures. He suggested, if the Town had a staff position to develop comparative information (that would align with the Commission's objective of improving transparency and communication) to be considered during budget submissions, it would help the Board of Selectmen and Board of Finance during budget deliberations, and contract negotiations, and voters at budget referendum. Discussion followed regarding where that employee would fit within the staff structure; would the position be a function of the Treasurer's Office or the Selectmen's Office? We are a small town and wish to limit the size of our government. Therefore, this research function and continuity function could be assigned to the highly compensated, continuously employed, Finance Officer. If a midlevel employee reporting to our Financial Director needed to be added to devote full time to proposals, contracts, and budget request analysis and doing research for the Selectman, the cost benefit should be self-evident.

Mr. Arcari arrived at 7:55 p.m.

Discussion continued regarding specifications for budget submissions. The Commission felt the comparative information (Town by Town, and year by year) must be part of each department's budget presentation. Some on the Commission felt a Town Administrator would be an appropriate position to provide the comparative research as well as to provide cohesiveness while the composition of elected officials changes every two years,

Co-Chairman Matthews reported the Casino Impact Fund Ordinance will be going to public vote in November; the Ordinance will be presented as a separate ballot at the same time as the election ballot. The Ordinance will provide a separate (from the General Fund) Casino Impact Fund for the money received from the casino once it becomes operational. Co-Chairman Yagaloff noted this Ordinance just sets up the Casino Impact Fund; a second ordinance will define the allocation process of the funds received.

Co-Chairman Matthews noted the Town presently lacks a Commission to assist with development of ordinances. Discussion followed regarding the need for a separate commission vs. creation of ordinances via the Board of Selectmen. He noted that there will be several ordinances required to further define the elements of the new Charter changes.

8. OLD BUSINESS/A. Amend Objectives:

Co-Chairman Matthews referenced the Commission's present six objectives which summarizes the basis of the proposed Charter changes. Co-Chairman Matthews suggested the objectives would be used to initiate discussion during the public meeting. Discussion followed regarding consolidation of similar objectives. Mr. Szymanski felt

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objective of improving Checks and Balances should be moved into position #2. The Commission agreed on the following *objectives*:

1. Improve Government Structure and Efficiency.
2. Improve Checks and Balances
3. Improve Transparency and Communication
4. Improve Voter Participation in Town Decisions

OLD BUSINESS/B. Review Line Item Budget Referendum proposal:

No discussion this evening.

OLD BUSINESS/C. 1st Selectman Prior Correspondence:

No discussion this evening.

OLD BUSINESS/D. Review/Discuss Remaining Charges from Board of Selectman:

No discussion this evening.

OLD BUSINESS/E. Review CFO position and list of responsibilities:

No discussion this evening.

9. NEW BUSINESS/A. Review Ordinance origination/change process:

See discussion under **CORRESPONDENCE AND LOCAL NEWS.**

10. 2ND PUBLIC PARTICIPATION:

No one from the public was present.

11. SUGGESTIONS FOR NEXT MEETING AGENDA:

To identify items within the current charter for revision or clarity.

12. ADJOURNMENT:

MOTION: To ADJOURN this Meeting at 9:05 p.m.

Balch moved/Loos seconded/VOTE: In Favor: Unanimous

Respectfully submitted,

Peg Hoffman, Recording Secretary for the 2018 Charter Revision Commission