

Charter Section	Suggestion	Suggested By
All	Review for appropriateness and consistency how appointed Boards and Commissions are included in the Charter	BOS and LC Charter Charge Committee
1-40, 2-130	Consider merit of Town Meeting as a legislative body and functionality of the Town Meeting. Also clarify the legislative body and the role of the BOF as BOF has some legislative authority in appropriation process.	BOF and Bob Tait and Al Roznicki
2-110G	we believe that it would be prudent for the Charter Revision Commission to examine the history and more importantly the need for the appointments of special constables as addressed in sec 2-110(g) of our Charter. No Commission member or the Chief of Police really understands the need for such constables who according to the Charter are "under the control of the Chief of Police."	Police Commission
2-120A	"And the town clerk shall file with the financial director a full statement of such receipts monthly" is not necessary	Bob Tait
2-30C	The need for more clear direction from the Charter was confirmed by the most recent elections for the Board of Education, which was fraught with questions about minority representation. This section also does not address how minority representation is affected by the filling of a vacancy during a general election. This section of the charter should specifically define minority representation on the Board of Education and should be reviewed for consistency with 2-70a of the Town Charter, and sections 9-204 and 9-167a of the Connecticut General Statutes.	BOE and Jim Gaston
2-40	BOF should mirror other boards and have the ability to fill a vacancy by a vote of its board and not an appointment. Town Hall Board of Managers has this ability, as does BOE. Should be consistent	BOF
2-40C	The description for filling of vacancies is not consistent from board to board. Review this section for consistency.	BOE
2-50, 2-130	Consider 4 year term for BOF and stagger the terms to elect three positions every two year for the purpose of continuity and stability.	BOF
2-70A	The references to "the change to a seven member Board of Education" and "within thirty days of approval of a seven member Board of Education" are no longer applicable. This section should be reworked to reflect the current practice of electing three or four BOE members every two years.	BOE
2-80	In subparagraph (b), the second line should say "who shall preside over its meetings (and a vice chairman who shall act as chairman in the absence of the chairman)" ... and so chose a clerk who shall not be a member of the Board.	ETHBOM
3-10C	Suggestion was made to clarify language	BOF and Bob Tait
3-30A5	Eliminate reference to section6-60 because we recommend eliminating section 6-60 later on	Bob Tait

4-10D	Is this section even necessary anymore?	Bob Tait
4-70	Include language "user fees"	BOF and Bob Tait
4-100	The Conservation Commission and the Inland Wetlands Commission have been two separate Commissions for several years but that is not reflected in the Charter. So I suggest that Chapter 4-100 be retitled Conservation Commission and Inland Wetlands Commission and that an additional sentence be inserted, "There shall be an Inland Wetlands Commission composed of 7 members with such powers and duties as may from time to time be prescribed by ordinance and the General Statutes. The other suggestion would be to give the Inland Wetlands Commission its own article with the same language as above.	Inland Wetlands Commission
4-110A	After discussion with the Booth Library Board of Trustees, it was recommended that Section A of the Town Charter regarding the required number of Board Members be revised. It is felt that a more compact Board would be more efficient.	CHBLBOT
4-110C	Section C regarding the length and number of terms a Board member serves should also be revised. It is felt that the section should be re-written to get new talent on the Board in a more timely manner.	CHBLBOT
5-01A	Suggestion was made to consider this section and whether or not it's the best way to hire a financial director	BOF and Bob Tait
5-01B2	Clarify the role of Town and BOE funds. Does the finance director have overall fiduciary responsibility?	BOF
5-01B2	Eliminate the word "Trust"	Bob Tait
5-01B3	Finance Director no longer holds bonds in safekeeping	BOF and Bob Tait
5-01B4	Consider Town meeting Language and the LC and BOF/ BOS role.	BOF and bob Tait
5-01B5	Change this section to read "No expenditures of Town funds shall be made, except as authorized by the Financial Director. Before any such funds are expended or encumbered or any contract is entered into, a purchase order or other form of expenditure authorization will be signed by the department head or other person authorized which then shall be submitted to the Financial Director for approval. All Town purchase orders are approved and signed by the Financial Director, a member of the Purchasing Authority. The Financial Director shall approve any purchase order or any other expenditure authorization provided there appropriations, or unencumbered balances remaining in the account or there are sufficient appropriations within the requesting department to cover the request so that an internal departmental transfer will cover such request, further, the purchasing procedures adopted by the Board of Finance and approved by the Legislative Council have been followed:	BOF and Bob Tait

5-01B6	Change this section to read "The Financial Director shall prepare and keep a detailed budget document during the different phases of the annual budget process described in sections 6-10 thru 6-14."	Bob Tait and BOF
5-01B7	CIP should be updated annually, not every two years by BOF and Town	BOF and Bob Tait
5-01C	The first sentence should not exclude professional services	Bob Tait
5-01E	Include BOF? Who does Financial Director report to? Clarify?	BOF
5-40	Should there be language for legal resources for the BOF?	BOF
6-02	Considering BOF does most financial legwork, should auditor come with recco from BOF?	BOF
6-11	Should language be amended to indicate BOE and BOS operating budgets?	BOF
6-11A	Replace "general government town budget" in last sentence with BOS budget	Bob Tait
6-11B	Itemized revenues should include ECS monies?	BOF
6-11B1	Change "general Government" to BOS	Bob Tait
6-11B2	Replace "maintenance of town public schools" with BOE Operating Budget and delete "other than town appropriations	Bob Tait
6-12	Should charter include language on BOE non-lapsing account as well as language regarding statute regarding statute regarding municipal efficiencies?	BOF
6-12C2	Should consider changing language from language from "audited cash deficit" to "adjustments to fund balance".	BOF and Bob Tait
6-12C3	Eliminate "in cash"	Bob Tait
6-12D	Should consider language that budgets are adopted in the manner presented unless changed due to the failure of the referendums. Budgets, by line item, should be officially adopted at some point either at the the passing of the first referendum, or after changes have been made as a result of a failed referendum and then subsequent passage.	BOF
6-12D2	"Receipt items" should be changed to "estimated revenues"	BOF and Bob Tait
6-13B1	Language is contradictory and needs clarification. Council should reduce by a majority action, not by at least six affirmative votes.	BOF
6-13B2	This appears to require further clarification, as it does not address what would happen in the event that the Legislative Council reduced the BOF budget, and then, later, considered returning money to this LC-modified budget. Given the addition of the advisory question to the referendum in 2013, this possibility should be addressed.	BOE
6-14	Consider changes required in all areas referring to Town Meeting should the Council consider changing the role of the Town Meeting.	BOF and Bob Tait

6-14A	A review of the possibility of changing the day to a Saturday and/or to a week that does not coincide with the school's April vacation should be investigated.	BOE
6-14A	Review for a more user-friendly wording of the advisory question. For example, change the language to read ... Do you deem the proposed sum of \$\$\$ to be appropriated for the Board xx as "too high" ?	BOE and Bob Merola
6-14B	BOF should play a role and be given an opportunity to formally recommend changes or make other recommendations should a budget fail. BOF can, to the extent possible, meet and recommend in its advisory capacity, an amended budget or any other recommendations it deems prudent for the councils consideration prior to the Council acting. Ultimate and recent practice is to hold joint meetings, but BOF should lay a role as they do virtually all of the detail work.	BOF
6-14D	New section that would require "The Town shall operate under the budget authorization of the previous fiscal year until a new budget is passed by the referenda." if the budget is not approved by the end of the fiscal year	BOS
6-20A	Delete "not only" and "but also to absorb the revenue deficit, if any at the beginning of such year" and eliminate the town meeting references	Bob Tait
6-20B	Consider updating amount or making it BOS choice	Bob Tait
6-30	Special and Emergency appropriations section requires review, define difference between the two	BOF and BOS
6-30B	In the first sentence, replace "with the approval of the BOS" with "Financial Director"	Bob Tait
6-30D	Instead of referring to section 7-80, insert a section D here to say what 7-80 says. Also, replace "The Legislative Council shall determine the method of financing with " The Financial Director with the approval of the LC	Bob Tait
6-60	Bob Tait suggests this section should be removed If maintained, should include recco from BOF. Many sections of charter on these types of financial matters require recco from BOF. (See section 6-70D as one example)	Bob Tait and BOF
6-70A	"a contingency fund" should be changed to "Town contingency account"	BOF and Bob Tait
6-70B	"Town Departments" should be replaced by "Finance Director"	BOF and Bob Tait
6-80A	Delete this entire section	Bob Tait
6-90E	Funds should be segregated by Finance Director and remove language "from the general fund of the Town" per Bob Tait.	BOF and Bob Tait
6090F	Remove "funds appropriated and available for such object" and replace with "appropriations within the requesting department to cover the request so that an internal department transfer will cover such request"	Bob Tait

6-90F&G	Referring to previous recco (6-13B1) regarding adopting a budget, by line item or account number, these sections refer to a concept of accounting and approvals to make sure line items are properly funded and adjusted. Should clarify the "Town Department" includes BOE and that budgets commence with official adoption at a point and will be changed and adjusted properly going forward.	BOF
6-90F&G	Move that the Board of Education recommend to the Legislative Council Charter Charge Subcommittee that the Charter Revision Commission be charged with the review of the definition and the use of the phrase "department" and ensure that it is consistent with Connecticut General Statute.	BOE
6-90H & I	Delete both of these sections, not necessary	Bob Tait
6-100	Process of looking at and accepting grants should be clarified and should indicate whether BOF and Council needs to approve prior to application or acceptance. Impact statements should also be a component of this section for the purpose of clarity and transparency. Should also include BOE. (ARRA grant). From Liz Stocker I would also like to comment on Section 6-100 concerning Impact Statements. As a staff member who is involved with filing grant applications, I would like to recommend that the section be clarified as to whether or not all grant applications require the preparation of an impact statement or only those that are for Capital Projects. Additionally, the section should require that Impact Statements be provided by the department prior to the acceptance of a grant by the First Selectman on behalf of the Town instead of before an application is made. Sometimes the grant application dates come up very quickly and it would be a shame to miss opportunities.	BOF, Bob Tait and Liz Stocker
7	Legislative Bodies. Does that include BOF?	BOF
7-51	Language should be consistent and include recco from BOF concerning regulations pertaining to BOF function. Also, CIP reg should not be sole duty of Council. Should be in conjunction with BOF. BOF should have ability to write regulations pertaining to financial matters subject to approval of Council.	BOF
7-70	Should consider necessity for this as state no longer requests these reports as per Bob Tait. Recommendation is to remove the language "Annual Town reports in the title"	BOF and Bob Tait
7-70A	Remove entire section as this refers to an old state statute no longer in effect	Bob Tait
7-80A	Move action on special appropriations to the annual budget referendum for items that are at or exceed the current CIP limit of \$250,000.	BOS
7-90	As we look to return nonperforming commercial and industrial properties to the tax rolls, it would be wise for the town to have a clear and concise manner for the disposition of properties taken by foreclosure or other means.	EDC

7-90D	Eliminate sealed bid, public auction. See Ridgefield charter page 9, section 3-9	BOS and EDC
8-02	Does a "town department" include the BOE due to the fact that the language refers to any "Board" to which funds are appropriated"?	BOF & BOE
8-10	Should be removed per Bob Tait.	BOF and Bob Tait
New	Should a process for formalizing communications between the Council and BOF and the BOE exist? Currently the BOS sits with the Council and BOF on a regular basis.	BOF
New	Review term limits for boards, why do some have it and others do not?	BOS