

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE CHARTER REVISION COMMISSION

Members of the Charter Revision Commission held a meeting on Wednesday, January 14, 2015 in Meeting Room 1 at the Municipal Building, 3 Primrose Street, Newtown, CT Chairman Jeff Capeci called the meeting to order at 7:30pm.

Present: Jeffery Capeci, Tom Long, Eric Paradis and Dan Wiedemann

Members discussed and revised the general descriptions of appointed boards and commissions as well as the descriptions for the following Boards and Commissions to be presented to the full Commission at a later date:

Economic Development Commission

Hattertown Historic District

Lake Zoar Authority

Lake Lillinonah Authority

Pension Committee

Public Water and Sewer Authority

Sustainable Energy Commission

Inland Wetlands Commission

Commission on Aging

Conservation Commission

Trustees Of The Cyrenius H. Booth Library

Mr. Paradise agreed to request information from the Sustainable Energy Commission regarding the management of the Sustainable Energy Fund and whether or not all SEC monies are managed through the fund. Mr. Capeci agreed to contact the Board of Fire Commissioners and request information regarding the use of Fire Police.

The Commissioners agreed to meet on January 7 and 14 at 7:30pm.

Having No further business, the meeting was adjourned at 9:45pm.

Respectfully Submitted,

Jeff Capeci

Att A: Draft descriptions

Attachment A

GENERAL

Unless otherwise specified in board, commission or authority detail sections herein and as from time to time may be prescribed by CT General Statutes and/or by Town ordinance.

1. Board and commission members and authority delegates shall be appointed by the First Selectman with the approval of the Board of Selectmen. All appointments to fill unexpired terms shall be for the duration of said unexpired term only.
2. A First Selectman whose position as First Selectman will end as a result of not being re-elected or has chosen to vacate the office shall not make appointments from the date of the Town Election to the end of his/her term.
3. Minority representation for all appointed boards, commissions and authorities except the Board of Fire Commissioners and the Public Safety Committee shall be per CT General Statutes 9-167a.
4. In the absence of one or more regular members and alternate members exist; present regular members of the Commission shall designate alternate(s) to act in the absent members' place. Alternates shall be chosen in rotation so that they shall act as nearly equal a number of times as possible.
5. Appointive boards required by this Chapter 4 of this charter or hereafter by ordinance other than the Board of Fire Commissioners and the Board of Ethics may, in their discretion, appoint associate members, with voice but without vote, for terms no longer than the terms of members of the appointing board.
6. All members of appointive boards shall receive no compensation and shall be electors and residents of the Town and shall vacate their positions on ceasing to be electors or residents of the Town.
7. Appointive boards, other than those required by this Chapter 4 of this charter, may be created, abolished and consolidated; their powers and duties established, altered and repealed; and the number and terms of office of their members established and changed by ordinance.
8. The First Selectman with the approval of the Board of Selectmen may, by resolution, establish such advisory or study committees as they find desirable in the discharge of their duties.

ECONOMIC DEVELOPMENT COMMISSION

1. Purpose
There shall be an Economic Development Commission, as established by ordinance, which will seek to implement orderly and planned economic development while always keeping in mind the character of the Town and shall have the power and duties set forth herein and as from time to time may be prescribed by ordinance and by the General Statutes.
2. Membership and Terms of Service
 - a. The Commission shall be composed of nine (9) members
 - b. Members shall serve terms of three (3) years and no person shall be appointed to more than two (2) consecutive full terms.

Attachment A

HATTERTOWN HISTORIC DISTRICT COMMISSION

1. Purpose

There shall be a Hattertown Historic District Commission, as established by ordinance, to preserve, within the Hattertown Historic District, as defined by ordinance, the educational, cultural, economic and general welfare of the public. This shall be achieved through the preservation and protection of the distinctive characteristics of buildings and places associated with the history of or indicative of a period or style of architecture of the Town of Newtown.

1. Membership and Terms of Service

- a. The Commission shall be composed of five (5) members and three (3) alternate members.
- b. Members and alternate members shall serve terms of five (5) years.

LAKE ZOAR AUTHORITY

1. Purpose

There shall be a Lake Zoar Authority, as established by ordinance, which shall act as an agent for member towns to exercise all powers relating to improving water quality, the enforcement of boating laws on said lake and such other powers as from time to time may be granted to the Authority by the legislative bodies of all member towns and the General Statutes.

2. Membership and Terms of Service

- a. Member Towns shall be the Town of Newtown and other towns having Lake Zoar within their territorial limits.
- b. The Authority shall be composed of three (3) delegates from each member town.
- c. All delegates shall serve terms of three (3) years.

LAKE LILLINONAH AUTHORITY

1. Purpose

There shall be a Lake Lillinonah Authority, as established by ordinance, which shall act as an agent for member towns to exercise all powers relating to improving water quality, the enforcement of boating laws on said lake and such other powers as from time to time may be granted to the Authority by the legislative bodies of all member towns and the General Statutes.

2. Membership and Terms of Service

- a. Member Towns shall be the Town of Newtown and other towns having Lake Lillinonah within their territorial limits.
- b. The Authority shall be composed of three (3) delegates from each member town.
- c. All delegates shall serve terms of three (3) years.

PENSION COMMITTEE

1. Purpose

There shall be a Pension Committee, as established by ordinance, which shall perform the duties set forth in the Other Post-Employment Benefits (OPEB) Trust Agreement, as amended from time to time, relating to the management of the assets held in the OPEB Trust.

2. Membership and Terms of Service

- a. The Committee shall be composed of seven (7) members.

Attachment A

- b. All Members shall serve terms of two (2) years.

PUBLIC WATER AND SEWER AUTHORITY

1. Purpose

There shall be a Public Water and Sewer Authority, as established by ordinance, which shall plan and direct the development, acquisition, financing, construction, operation and maintenance of such water supply and distribution systems and sewerage systems as may be required to properly serve the needs of the Town.

2. Membership and Terms of Service

- a. The Authority shall be composed of seven (7) members two of which shall be made on the recommendation of the Board of Burgesses of the Borough of Newtown.
- b. Members shall serve terms of four (4) years.

SUSTAINABLE ENERGY COMMISSION

1. Purpose

There shall be a Sustainable Energy Commission, as established by ordinance, which shall identify, implement and support renewable energy use, energy efficiency and energy conservation programs in which the Town's residents, businesses, organizations and Town agencies can participate and that may result in cost savings to the Town or school district.

2. Membership and Terms of Service

- a. The Commission shall be composed of nine (9) members.
- b. All members shall serve terms of three (3) years.

INLAND WETLANDS COMMISSION

1. Purpose

There shall be an Inland Wetlands Commission, as established by ordinance, which shall act as the Town's Aquifer Protection Agency and to administer the Inland Wetlands and Watercourses Regulations and the Forest Practices Regulations of the Town of Newtown.

2. Membership and Terms of Service

- a. The Commission shall be composed of seven (7) members.
- b. Members shall serve terms of four (4) years.

COMMISSION ON AGING

1. Purpose

There shall be a Commission on Aging, as established by ordinance, which shall study the needs of and coordinate programs for the elderly and aging in Newtown. To act as agent for other Federal, State or Town Boards, Commissions or agencies or local private groups to carry out programs for the elderly and aging.

2. Membership and Terms

Attachment A

- a. The Commission shall consist of 9 members and 3 alternate members.
- b. Members shall serve a term of three (3) years. Alternate members shall serve a term of two (2) years.

CONSERVATION COMMISSION

1. Purpose

There shall be a Conservation Commission, as established by ordinance, for the development and conservation of natural resources within the territorial limits of the Town of Newtown. The Commission shall advise on the appropriate use and management of the natural resources for the Town of Newtown.

2. Membership and Terms

- a. The Commission shall consist of seven (7) members.
- b. Members shall serve a term of four (4) years.

TRUSTEES OF THE CYRENIUS H. BOOTH LIBRARY

1. Purpose

The Cyrenius H. Booth Library shall be operated by the Board of Trustees and the Trustees shall have the status, powers and duties set forth in Special Act No. 108 of the 1931 session of the General Assembly as amended by Special Act No. 110 of the 1959 session of the General Assembly, which acts shall remain in full force and effect, except to the extent superseded or revised by this Charter.

2. Membership and Terms

- a. The Board of Trustees shall consist of a maximum of 16 members of which eight (8) shall be appointed by the Board of Selectmen and the remainder shall be elected by the vote of the remaining Trustees present and voting at a meeting warned for the purpose. The total membership shall be defined in the by-laws of the Board of Trustees in accordance with this paragraph.
- b. Trustees shall serve a term of three (3) years.
- c. Trustee term limits shall be defined in the by-laws of the Board of Trustees and shall treat all trustees the same regardless of method of placement.
- d. Vacancies shall be filled in accordance with section 2.a of this charter and the by-laws of the Board of Trustees, except that vacancies in offices filled by appointment of the First Selectman shall be filled by appointment of the First Selectman, with the approval of the Board of Selectmen.