

**Proposed Reorganized  
NEWTOWN CHARTER  
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**CHAPTER TWO – MEMBERSHIP, RULES, AND DUTIES FOR NEWTOWN OFFICES  
(PRELIMINARY)**

2-01 General

(a) The rules contained in the current edition of Robert’s Rules of Order Newly Revised shall govern in all cases to which they are applicable and in which they are not inconsistent with this Charter any and special rules of order that may be adopted.

(b) All elected and appointive boards and commissions may make rules for the conduct of their meetings and the manner for accomplishing their duties. Such rules shall be filed with the Town Clerk. **Formerly portions of 4-30(b), 3-20(c), 4-50(d), 4-60(c), 4-60(i), 2-70(b), 2-110(b)(1) – language merged.**

(c) The First Selectman shall be an ex officio member of all boards and commissions and of the Legislative Council, but without vote and not counted for the purpose of having a quorum except as a member of the Board of Selectmen. The First Selectman shall be given reasonable notice of all meetings of boards and commissions by their Chairmen or Secretaries, and may in writing appoint another member of the Board of Selectmen to represent him or her at any meeting of such boards or commissions. **Formerly 3-10(e).**

(d) All elective and appointive officers, before they enter on their duties, shall take the oath or affirmation prescribed by Article XI, Section 1 of the Constitution of the State of Connecticut, as follows: "You do solemnly swear (or affirm, as the case may be) that you will support the Constitution of the United States and the Constitution of the State of Connecticut, as long as you continue to be a citizen thereof, and that you will faithfully discharge, according to law, the duties of the office of \_\_\_\_\_ to the best of your abilities. So help you God." No other oath or affirmation shall be required. **Formerly 8-40.**

(a) 2-05 Eligibility

Unless otherwise specified, only resident electors of the Town shall be eligible for election to any Town office or appointment to any appointive board. Any person ceasing to be a resident elector of the Town shall thereupon cease to hold elective or appointive office in the Town and the office shall be deemed vacant. **Formerly a portion of 2-20(a) and 4-01(b), merged.**

(b) No person shall hold more than one elective office of the Town at the same time. **Formerly a portion of 2-20(a).**

(c) Any resident elector of the Town, regardless of whether they have party affiliation, may run for public office. Specifics regarding procedures for securing a position on the election ballot are available by contacting the Elections Division of the Secretary of the State's Office, the Town Clerk’s Office or the Registrar of Voters’ Office. **Formerly 2-20(b).**

(d) Specific rules regarding eligibility for certain offices, boards or commissions are contained in the following subsections discussing such board or commissions:

(1) **Board of Selectmen:** No member of the Board of Selectmen, while in office, hold or be appointed to any other office or employment in the government of the Town of Newtown. The First Selectman shall have no other full time employment nor hold any paid civil office under the government of the United States, the State of Connecticut, or any subdivision thereof, except that of Notary Public and Justice of the Peace. **Formerly 3-01(c), 3-01(b), merged.**

(2) **Legislative Council:** No member of the Legislative Council shall hold or be appointed to any other office, board or commission of the Town. Except as provided for in section 2-15(a), members of the Legislative Council shall reside in the district from which they were elected. **Formerly a portion of 7-10. 2-15(a) is a reference to a portion of former 2-40(a).**

**Comment [JC1]:** Consider striking paragraph

**Comment [JC2]:** Ad Hoc committees should be accommodated

**Comment [JC3]:** Section #????

- (3) **Police Commission:** No member of the Board of Police Commissioners shall be a member or officer of the Police Department, the Chief of Police, a special constable, or a member of any other Board or Commission. **Formerly a portion of 2-110(a).**
- (4) **Fire Commission:** Eligibility to serve on the FC is described in section 2-205(b). **2-205(b) is a reference to former 4-50(a).**
- (5) **Building Appeals Board:** Members shall be qualified by training and experience on matters pertaining to building construction. **[C4] Formerly a portion of 4-80.**
- (6) **Public Building and Site Commission:** Members shall include those who are qualified by training and experience on matters pertaining to building design, construction or contractual instruments. **[C5] Formerly a portion of 4-90(a)(1).**

Comment [JC4]: Still required?

2-10 Minority Representation

(a) Except as specifically provided in this section, the maximum number of members of any board or commission, whether elected or appointed, who are members of the same political party shall be determined in accordance with the provisions of Section 9-167a of the General Statutes, as amended. In addition, the maximum number of alternate members for any given board or commission shall also conform to the provisions of 9-167a To Wit: **Formerly 2-30(e), and portions of 4-20, 2-30(c), 2-90(b), 2-100(b), and 2-130. And for alternates: Formerly portions of 2-90(c), 2-100(c)**

Total Membership	Maximum for One Party
<u>3</u>	<u>2</u>
<u>4</u>	<u>3</u>
<u>5</u>	<u>4</u>
<u>6</u>	<u>4</u>
<u>7</u>	<u>5</u>
<u>8</u>	<u>5</u>
<u>9</u>	<u>6</u>
<u>more than 9</u>	<u>2/3rds of total membership</u>

- (b) Exceptions are as follows:
  - (1) **Legislative Council:** The number of members of any one political party who may serve on the Legislative Council shall not exceed 3 of the 4 members elected from each district. **Formerly 2-30(a).**
  - (2) **Board of Education:** At each Town Election the number of candidates of any one political party elected to serve on the Board of Education shall not exceed a bare majority of the number of candidates to be seated. **[C7] Formerly a portion of 2-30(c).**
  - (3) **Police Commission:** The number of members of any one political party who may be elected to serve on the Police Commission shall not exceed a bare majority of the whole membership of the Commission. **Formerly 2-30(d).**
  - (4) **Board of Managers of the Edmond Town Hall:** At each regular Town Election, 2 members of the Board of Managers of the Edmond Town Hall shall be elected, neither of whom may be members of the same political party. **Formerly a portion of 2-80(a).**

- (5) **Board of Fire Commissioners:** Provided members are appointed as set forth in this Charter, the Board of Fire Commissioners shall be exempt from the provisions for minority representation. **Derived from former 4-50(a).**
- (6) **Board of Ethics:** At no time shall more than 3 regular members and one alternate member of the Board of Ethics be of the same political party. **Formerly a portion of 4-60(a).**
- (7) **Public Building and Site Commission:** The Public Building and Site Commission shall have no more than 4 members and one alternate member from one political party. **Formerly a portion of 4-90(a).**
- (8) **Justices of the Peace:** The political affiliation of Justices of the Peace shall be determined as provided in the General Statutes (see section 9-183a, et seq.). **Formerly unspecified in Charter.**

2-15 Terms and Term Limits

- (a) The term of office and term limits, if any, for every elected official, elected or appointed members of boards or commissions are set forth in sections establishing said office, board or commission.
- (b) The terms of office of all elected officials shall commence on the December 1st following their election unless otherwise provided by a specific provision of this Charter or the General Statutes. Each elected official shall hold office until a successor is elected and has qualified. **Formerly 2-01(b)**
- (c) The terms of office of members of all appointive boards and commissions shall commence on January 7th except for the Trustees of the Cyrenius H. Booth Library whose terms shall commence on July 1st, or as otherwise required by law. The terms shall be established to expire, as nearly as is possible, at regularly staggered intervals, unless otherwise provided by this Charter or by the General Statutes. **Formerly 4-10(b), portions of 4-10(a), 4-110(c), merged.**

2-20	Choosing Officers
2-25	Voting
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2-35	Removal for Cause
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2-145	Board of Managers of Edmund Town Hall
2-150	Zoning Board of Appeals
2-155	Board of Police Commissioners
2-200	Appointive Boards and Commissions
2-201	General Provisions

- (d) The terms of appointment to any appointive board, except the Building Appeals Board, shall not exceed 4 years. The terms of members seated on such boards ~~and~~ shall be established to expire, as

nearly as possible, at regularly staggered annual intervals, unless otherwise provided by this Charter or by the General Statutes. [Formerly 4-10\(a\)](#)

- 2-205 Board of Fire Commissioners
- 2-210 Parks and Recreation Commission
- 2-215 Building Appeals Board
- 2-220 Public Building Site Commission
- 2-225 Conservation Commission
- 2-230 Trustees of the Cyrenius H. Booth Library
- 2-235 Cultural Arts Commission
- 2-240 Justices of the Peace

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