

Jeff Capeci
Judit DeStefano
Paul Lundquist
Deborra Zukowski



TOWN OF NEWTOWN

Minutes

The Charter Revision Communications Ad Hoc Committee met on Thursday, August 4, 2016 in Meeting Room Three of the Newtown Municipal Center. Committee Chairman Judit DeStefano called the meeting to order at 7:05 pm.

VOTER COMMENT: None.

Present: Ms. DeStefano, Mr. Capeci, and Ms. Zukowski present via skype call, Mr. David Grogins, Town Attorney

Absent: Mr. Lundquist

MINUTES:

MR. CAPECI MOTIONED TO APPROVE THE MINUTES OF 7/21. CLARIFICATION REQUIRED: UNDER TEXT ASSIGNMENTS, "ADDED COMMISSIONS" MR. CAPECI IS DRAFTING WORDING OF THAT TEXT AS A SECONDARY ASSIGNMENT TO "BUDGET" WHICH HE IS ALSO CRAFTING. WITH ADJUSTMENT, ALL IN FAVOR.

MS. ZUKOWSKI MOTIONED TO APPROVE THE MINUTES OF 7/28 AS PRESENTED. MR. CAPECI SECONDED. ALL IN FAVOR.

COMMUNICATIONS:

Ms. DeStefano shared an email from Mary Ann Jacob, indicating we may not address pros/cons. Also, Advisory text does not need to be approved by LC.

NEW BUSINESS

Information on Explanatory Text and Restrictions-

Discussion on how Explanatory Text is disseminated: Must be posted (3 copies) at each polling site; Must have sufficient copies for "public distribution." Can possibly be posted in voting booths (Mr. Grogins to confirm) but typically not handed out to each voter. Explanatory text need not be approved by state's attorney, thought they are willing to review if requested and typically provide feedback within a week. Text must be completed in time to include with absentee ballots. Should be limited to 1 page and be considered separate from Informational material that can be distributed by committee, and should offer explanation of question and high-level changes to charter. New charter, Mr. Grogins believes, should be printed again in the Bee. Committee members, Mr. Grogins believes, should not advocate at all, even if no public funds are expended on effort (ie: letters to the Bee) as neutrality is part of the committee's charge.

Explanatory Text -

Working session on explanatory text (draft attached). Still need to work on Appropriations, Real Property, organization and fluidity.

Discussion of level of detail to be included in Informational printed material - Property Information has Ms. Zukowski's current version and several drafts of edits and offers example of high level and drilled-down detail. Will work to produce highest level of detail that can be offered to provide transparency and 'prune' so text fits on pamphlet for distribution.

Discussion on Timeline/Communications -

Goal is to have explanatory text completed by 9/9 so we can start disseminating information.

Goal is to have informational text completed by 8/18 or 8/25.

Mr. Capeci to get cost estimates from Staples for tri-fold pamphlets and business cards; Ms. Zukowski to create Facebook Page; Ms. DeStefano to follow up with Finance Department on funding and Clerk's office on including additional docs (charge and old & new charters) on town website.

VOTER COMMENT: None.

With no further business, Mr. Capeci motioned to adjourn at 10:37pm and Ms. Zukowski seconded. All in favor.

Respectfully Submitted,

Judit DeStefano

Chairman, Charter Revision Communications Committee