

**MINUTES
CHARTER REVISION COMMISSION
JUNE 9, 2011**

1. Chairperson Bottinick called the meeting to order at **7:02 p.m.** with the following in attendance:

L. Caine, III

M. Ciacciarella, absent

D. Cronin

B. Gregorio

C. Herb

D. Hoff

R. Neth

S. Poynton, absent

PRESS:

E. Gugliotti

K. Wilson

OTHERS:

None

RESIDENTS:

None

2. Chairperson Bottinick led the Charter Revision Commission (hereafter "CRC") in the Pledge of Allegiance to the flag.

3. **VOTED:** Unanimously on a motion by R. Neth and seconded by B. Gregorio that the CRC approve the minutes of the regular meeting of **May 19, 2011**. Each member received a copy for review.

4. B. Neth presented his opinion that the position of Town Clerk should be an appointed contract position. He believes the contract should be for five (5) years. B. Neth offered the opinion that the Human Resources Department should be responsible for the hiring of the Town Clerk.

5. A discussion among the CRC members was held regarding several matters/issues confronting the CRC, which matters/issues have been raised and developed over several meetings of the CRC as well as the initial Public Hearing. Information from the Connecticut Conference of Municipalities (hereafter "CCM") was distributed among the CRC members regarding the manner and method in which Town Clerks and Tax Collectors are appointed. Also presented was information from CCM showing the number of communities which hold election for their Town Clerk and Tax Collector.

6. A lengthy roundtable discussion occurred where CRC members gave concurring and differing opinions about the several matters/issues being addressed by the CRC, including, but not limited to the Town Manager form of government, four (4) year term for the office of Mayor, changing the election date from May to November, the official date that elected officials would begin their term of office in the event of a move from a May to November election cycle, the elimination of outdated language from the Charter, the elimination of the Town Clerk and Tax Collector as elected positions, revision of bidding procedures and preference for the utilization of local bidders and the budget referendum process.

7. Motion by C. Herb to put the following matters/issues to a Public Hearing:

The creation of a Town Manager form of government;

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- The changing of the municipal election from a May to November cycle;
- The changing of the Mayor’s term of office from two (2) to four (4) years;
- The revision of the budget referendum process to provide for five (5) automatic referenda;
- The revision of the Charter to provide for an automatic drop of two (2%) percent of the appropriations set forth in the budget after a fifth (5th) referendum;
- The elimination of useless offices;
- The elimination of outdated language;
- The elimination of the bidding process from the Charter and the creation of an ordinance establishing a bidding process; and
- The elimination of the Town Clerk and Tax Collector as elective offices.
8. A discussion among the CRC members ensued concerning C. Herb’s motion.
 9. **VOTED:** Unanimously on a motion by B. Neth and seconded by D. Cronin to amend the motion made by C. Herb to have the secretary prepare a preliminary report which would be presented at a Public Hearing.
 10. B. Gregorio suggested the minutes of the CRC meetings be posted on the borough website so that citizens know what the CRC is doing, what portions of the Charter the CRC is considering changing and to insure transparency.
 11. **VOTED:** Unanimously on a motion by B. Gregorio and seconded by D. Hoff to post the CRC minutes on the town website.
 12. It was determined the next meeting of the CRC would be held at some date/time in the future.
 13. **VOTED:** Unanimously on a motion by D. Cronin and seconded by C. Herb to adjourn the meeting at 9:19 pm.

Attest:

M. Leonard Caine, III
Secretary