

Town of Cromwell

Charter revision Commission Regular Meeting

Wednesday, November 9th, 2016

7:00 P.M. Town Hall Arch Room

Minutes

RECEIVED FOR FILING
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TOWN CLERK'S OFFICE
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Present: Chairman Mike Camilleri, Paul Beaulieu, Tony Amenta, Michael Cannata, Shirley Banic, Karen Spotts, Marie Roberto.

- A. **Call to Order** – Chairman Mike Camilleri called the meeting to order at 7:08 P.M.
- B. **Approval of Agenda** – Motion made by Chairman Camilleri, seconded by Tony. Motion approved unanimously.
- C. **Approval of Minutes** – Meeting, October 19, 2016
 - a. Motion to approve the minutes without amendments made my Chairman Camilleri, seconded by Tony. Motion approved unanimously. Marie Roberto abstains.
- D. **Correspondence**
- E. **Public Comments**
- F. **Old Business**
 - a. Review Proposed revisions to the Charter as discussed at earlier meetings
 - i. Section 8.03. Proposed Budget: motion to approve Section 8.08. as amended by Tony, seconded by Marie. Motion approved unanimously.
 - ii. Section 4.13. Town Attorney: Chairman Camilleri referenced a document he compiled containing Charter descriptions for several other towns regarding a Town Attorney.
 - 1. Marie Roberto mentioned she liked the format of Southington's description of a Town Attorney.
 - 2. Mr. Beaulieu emphasized stipulating a responsibility of the Town Attorney to review all contracts that the Town is a party to.
 - 3. Chairman Camilleri mentioned a need to draft language concerning the event that a Town Commission enlists an attorney other than the Town attorney.
 - 4. Setting a 2-year or 4-year term for the Town Attorney was discussed.
 - 5. Adding a clause about termination of the Town Attorney was suggested.
 - b. Section 2.06. Deputy Mayor: Add "after each biennial, municipal election"
 - i. Motion to approve section 2.06 as amended made by Marie Roberto, seconded by Mike Cannata. Motion approved unanimously.

- c. Section 4.03: Replace Director of Civil Preparedness with Director of Emergency Management. Motion made by Paul, seconded by Mike. Motion approved unanimously.
- d. Section 4.08: Replace Director of Civil Preparedness with Director of Emergency Management. Motion made by Paul, seconded by Mike. Motion approved unanimously.
- e. Section 6.02. Minority Representation: Public Comment referenced from May 4th, 2016 regarding section 6.02 conflicting with 9167a. Commission moved to flag this for the Town Council's review.
- f. Motion to revise language regarding vacancies concerning Boards and Commissions, that all relevant sections of the Charter shall be revised similar to 4.17 (as revised on October 19th, 2016), with the addition of a provision that says if an individual is not enrolled in a political party, such appointment will be made by the Council in its discretion.
 - i. Motion to approve revised language regarding vacancies made by Mike Cannata and seconded by Tony. Motion approved unanimously.

G. New Business

- a. Sections 8.09 and 8.16. Concern raised by Maryanne Sylvester regarding language in these two sections.
 - i. Revise language in 8.09A, to read: "The Board of Finance shall have the power by resolution and only upon the recommendation of a majority of the entire Town Council, to make appropriations supplemental to those provided in the annual budget not to exceed a cumulative amount of one percent (1%) of the total annual appropriation by any one fiscal year. The Board of Finance shall also have the power, by resolution, to authorize the Town, to incur indebtedness for any specific purpose in order to finance said supplemental appropriations provided for in this section. Any additional supplemental appropriation must be authorized by the vote of a special town meeting noticed for that purpose and held in accordance with the procedure set forth in Chapter 90 of the General Statutes."
 - 1. Motion to approve language of Section 8.09 as revised made by Mike Cannata and seconded by Marie. Motion approved unanimously.
 - ii. Motion to delete 8.16. Motion made by Mike Cannata and seconded by Marie. Motion approved unanimously.
- b. The Commission asked Ms. Sylvester to review whether 'days' should be changed to 'business days' in other financial sections of the Charter.
- c. Motion to delete Section 8.11. Motion made by Paul, seconded by Karen. Motion approved unanimously.
- d. Section 11.05. Motion made by Shirley to delete Section 11.05, seconded by Tony. Motion approved unanimously.
- e. Section 10.02 was flagged for further review.

- f. Motion to combine 4.11 A and B and break out C and D separately. Motion made by Mike Cannata and seconded by Tony. Motion approved unanimously.
- g. The responsibility of the Town Manager for compiling the annual financial report was discussed and several members of the Commission agreed that the Town Manager should remain responsible for compiling the report.
- h. Per the annual financial report, Paul proposed replacing "as of each fiscal year" of 3.04, subsection 7 to "to submit in a timely manner after the end of each fiscal year."
 - i. Motion to approve 3.04, subsection 7 as revised made by Shirley, seconded by Karen. By a vote of 4 in favor, 3 opposed, the motion was approved (Marie Roberto, Mike Camilleri and Mike Cannata opposed the motion...Paul Beaulieu, Shirley Banic, Tony Amenta and Karen Spotts voted in favor of the motion).

H. **Adjournment** – Motion to adjourn made by Tony, seconded by Marie. Motion approved unanimously. The meeting adjourned at 8:48 P.M.

Please contact Charter Revision Commission Chairman, Mike Camilleri, at mikecamilleri13@gmail.com with any questions or comments.

Respectfully Submitted,



Arthur Atkin

Recording Clerk