

RECEIVED FOR FILING
2-10 2017 at 9:05AM
TOWN CLERK'S OFFICE
CROMWELL, CONN.

Lili Conroy
TOWN CLERK

TOWN OF CROMWELL

CHARTER REVISION COMMISSION REGULAR MEETING

WEDNESDAY, FEBRUARY 15, 2017

7:00 P.M. TOWN HALL ROOM 222

AGENDA

A. CALL TO ORDER

B. APPROVAL OF AGENDA

C. APPROVAL OF MINUTES - Meeting, February 1, 2017

D. CORRESPONDENCE

E. PUBLIC COMMENTS (no more than 5 minutes per speaker - agenda items only)

F. OLD BUSINESS

1. Review proposed revisions to the Charter as discussed at earlier meetings

G. NEW BUSINESS

1. Discuss & potentially approve proposed revisions to various Charter sections

H. ADJOURNMENT

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

TOWN OF CROMWELL
CHARTER REVISION COMMISSION REGULAR MEETING

RECEIVED FOR FILING
2/8 2017 at 1:31 P.M.
TOWN CLERK'S OFFICE
CROMWELL, CONN.

Wednesday, February 1st, 2017
7:00PM TOWN HALL ROOM 222

Gloria Brudersgaard, Asst.
TOWN CLERK

MINUTES

- A. **Call to Order** - The meeting was called to order at 7:07 P.M. Present: Mike Cannata, Paul Beaulieu, Karen Spotts, Tony Amenta, Shirley Bannic and Marie Roberto.
Also Present: Mayor, Enzo Faienza, Town Manager, Anthony Salvatore, Town Attorney, Kari Olson. Absent: Mike Camilleri.
- B. **Approval of Agenda** - Paul Beaulieu motioned to approve the agenda for Wednesday, February 1st, 2017. The motion approved unanimously.
- C. **Approval of Minutes** - Shirley motioned to approve the minutes from January 19th, 2017. Mike Cannata, Shirley Bannic, Paul Beaulieu and Marie Roberto voted to approve. Tony Amenta and Karen Spotts abstained.
- D. **Correspondence** - none.
- E. **Public Comments** - none.
- F. **Old Business**
1. The Commission agreed that Section 2.0.3. Mayor, should read: "A Mayor shall be elected by the voters of the Town at large and shall, subject to Section 2.0.7., serve a term of four years or until his successor shall be elected."
 2. Section 2.0.7. (c), Filling of Vacancies: The Commission specified that a vacancy on the Town Council should be filled within 45 calendar days.
 - i. The Commission agreed that further revisions should be made to the language of subsection (i) of 2.0.7.
 - ii. Subsection (iii) of 2.0.7.: The Commission discussed the possibility of holding a special election to fill a vacancy in the office of Mayor, should remaining Council members not reach a vote within 30 days to appoint a new Mayor.
 3. Section 3.0.4 (7): The Commission discussed whether or not it's necessary to have this section in the Charter, which concerns "the submission of an Annual Town Report on the finances, accomplishments

and administrative activities of the Town as of the end of each fiscal year.”

- i. Mayor Faienza suggested that the timetable for submitting the report should fall within 30 days of the completion of the Town Financial Audit.
 - ii. The Commission agreed to remove the word ‘complete’ preceding ‘Annual Report’.
4. Section 4.0.1. (b): The Commission agreed to revise the last sentence of this section to read: “With the consent of the Council, the Town Manager may serve, on either a permanent or temporary basis, as the head of one or more such departments, offices or agencies, or may appoint such persons.”
5. Section 4.0.3. Officers and Departments: The Town Manager mentioned that he may ask the Commission to change the title of the ‘Tax Collector’ to the ‘Collector of Revenue’.
6. Section 4.0.1. General Provisions: The Commission agreed to create a general provision that prescribes the duties and powers of all administrative offices, in order to be consistent.
7. Sections 4.0.8., 4.0.9. and 4.11. (c): The Commission agreed to check on whether or not the 30-day requirement that applies to these sections is required by state statute.
8. Sections 4.11. through Article 5 in the Charter need to be renumbered.
9. Section 4.0.3. Officers and Departments: The Commission agreed to remove the Town Engineer from the Charter as an administrative officer.
10. Section 4.11. (c): The Building Official will be removed from this section and moved to section 4.12., and the Town Engineer will be described in Section 4.11. (c)
11. Section 4.14.: Change the title of the ‘Police Department’ to the ‘Chief of Police’.
12. Section 4.03. Officers and Departments: Add ‘Town Planner’ to this section.
13. The Commission scheduled their next meeting on Wednesday, February 15th, 2017.

G. New Business

1. Discuss & potentially approve proposed revisions to various Charter sections.
 - i. No new business was discussed.

H. Adjournment

1. Tony motioned to adjourn the meeting at 9:00 P.M., seconded by Shirley. The motion passed unanimously. The meeting was adjourned at 9:00 P.M.

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Arthur Atkin', written in a cursive style.

Arthur Atkin

Recording Clerk