


**TOWN OF CROMWELL – TOWN COUNCIL  
TOWN HALL COUNCIL CHAMBERS  
41 WEST STREET, CROMWELL, CT 06416  
SPECIAL MEETING MINUTES**

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JoAnn Doyle  
TOWN CLERK  
CROMWELL, CT 

Wednesday, August 10, 2022

7:00 p.m.

(Immediately following the Public Hearing)

**Present:** Deputy Mayor S. Fortenbach, J. Demetriades, J. Donohue,  
P. Luna, J. Henehan, A. Waters

**Absent:** Mayor A. Spotts

**Also Present:** Town Manager Salvatore, Charter Revision Commission Chairperson  
J. Lepore, Charter Revision Commission Vice Chair M. Cannata

**A. CALL TO ORDER**

Deputy Mayor Fortenbach called the meeting to order at 6:59 p.m.

**B. NEW BUSINESS**

Discussion and possible action regarding the proposed amendments to the Town Charter.

Deputy Mayor Fortenbach asked for comments from the Town Council.

There was discussion regarding the number of ballot questions. Charter Revision Chairperson Lepore said that there are currently six proposed questions (Attachment 1). Deputy Mayor Fortenbach suggested keeping it to four ballot questions.

Chairperson Lepore suggested combining the Town Clerk and Tax Collector appointed vs. elected question into one question. Town Manager Salvatore suggested that the question should be combined and seemed logical and asked why it was in two questions. Chairperson Lepore stated that it was a simple majority after the Commission came up with some good points and referring to the last Charter Revision Commission as to perhaps there was one position that people would like to see appointed and one position they would like to see elected. Town Manager urged Deputy Mayor Fortenbach to have this presented as one ballot question, because it would seem illogical to have one position appointed and one position elected.

The Town Council discussed how to go about addressing each ballot question. Mike Cannata mentioned that the three Board of Finance questions seemed to be contentious, so, it might be a good idea to eliminate them and then there would be three ballot questions.

A motion was made by James Demetriades to approve the proposed changes to Section 2.02 (c), as a separate ballot question on the ballot for the November 8, 2022 election.

“Elected members of council (including mayor) will serve 4-year terms instead of 2-year terms. The terms will be continuous rather than staggered.”

The motion was seconded by Jack Henahan. **In favor:** J. Demetriades, J. Donohue, S. Fortenbach, J. Henahan, P. Luna, A. Waters. **Motion carried.**

A motion was made by Paula Luna to approve the proposed changes to Section 4.08 and Section 4.09, as a separate ballot question on the ballot for the November 8, 2022 election.

“In recognition of the rigorous professional requirements (e.g., statutorily mandated training) of their offices, the elected Tax Collector and the Town Clerk will become appointed positions effective Jan. 1, 2023. The same individuals elected to those roles in the November 2021 municipal election will be appointed for the positions as of January 1, 2023.”

There was discussion, with a question asked by James Demetriades. He asked if the Town Clerk and Tax Collector positions would be re-appointed every two or four years, or is it a lifetime appointment? Jennifer Donohue asked for the definition of “appointed”? Town Manager Salvatore said that it should be no different than any other department head. It is an appointment by the Town Manager and approved by the Town Council, removed for a reason, with the approval by the Council.

Jennifer Donohue asked if, as far as personnel, they would fall under Sections 4.08 and 4.09? Town Manager Salvatore said that is correct and the language is written in those sections.

The motion was seconded by Jack Henahan. **In favor:** J. Demetriades, J. Donohue, S. Fortenbach, J. Henahan, P. Luna, A. Waters. **Motion carried.**

A motion was made by Jennifer Donohue to reject the proposed changes to the Board of Finance in Sections 5.02 (e) and Section 8.04 (b).

The motion was seconded by Al Waters. **In favor:** J. Demetriades, J. Donohue, S. Fortenbach, J. Henahan, P. Luna, A. Waters. **Motion carried.**

A motion was made by James Demetriades to adopt and move to advance to the ballot all other recommendations from the Charter Revision Commission, as a separate ballot question. The motion was seconded by Jennifer Donohue. **In favor:** J. Demetriades, J. Donohue, S. Fortenbach, J. Henahan, P. Luna, A. Waters. **Motion carried.**

**C. ADJOURN**

A motion to adjourn was made by Jennifer Donohue.

The motion was seconded by Al Waters. **In favor:** J. Demetriades, J. Donohue, S. Fortenbach, J. Henehan, P. Luna, A. Waters. **Motion carried.**

The meeting adjourned at 7:17 p.m.

Respectfully submitted,

  
Recording Secretary

#### CRC Highlights

- Elected members of council (including mayor) will serve 4-year terms instead of 2-year terms. The terms will be continuous rather than staggered. (Section 2.02(c))
  - Separate ballot question
- CRC more clearly defined the process of filling a vacancy on the Council. Both the mayor and members of the council will continue to serve without compensation
  - Section 2.04 – compensation
  - Section 2.07(c) – filling of vacancies
- In recognition of the rigorous professional requirements (e.g., statutorily mandated training) of their offices, the elected Tax Collector and the Town Clerk will become appointed positions effective Jan. 1, 2023. The same individuals elected to those roles in the November 2021 municipal election will be appointed for the positions as of January 1, 2023.
  - 2 Separate ballot questions
  - Section 4.08- Tax collector
  - Section 4.09- Town clerk
- The Board of Finance will now be composed of 5 members rather than 6 members with the same number of alternates.
  - separate ballot question
  - Section 5.02(e)
- The Board of Finance members will serve 4-year terms instead of 6-year terms, however, the terms will remain staggered.
  - separate ballot question
  - Section 5.02(e)
- There is a change on amendment to the budget before adoption. The new language reads as follows: "Notwithstanding anything to the contrary in this section, if the Board of Finance modifies the proposed annual budget presented to it by the Town Council and Board of Education, the Town Council may make a further amendment thereto and reallocate expenditures in an amount not exceeding one percent (1%) of the total proposed budget, inclusive of the Board of Education. The Town Council may make such amendments by a two-thirds (2/3) majority vote of those present and voting during a special meeting within three (3) business days following the public hearing on the budget. Any reallocation approved by the Town Council pursuant hereto shall be adopted by the Board of Finance without further amendment prior to the referendum within the timeframe herein."
  - Separate ballot question
  - Section 8.04(b)
- Any proposal to incur bonded debt in an amount equal to or greater than 10% of the operating budget for that fiscal year (except for emergency expenditures) will be automatically subject to a referendum vote.
  - Section 8.15