Charter Revision Committee-Meeting Minutes June 27, 2022

1. Call to Order
   • Meeting called to order by Chairperson Rob Gianazza at 7:02 pm.
   • In Attendance:
     o Robert Gianazza, Chair
     o Linda Wagner, Vice-Chair
     o Krystal Ramos, Secretary
     o Mario Nacinovich
     o George Walker (arrived at 7:18 pm)
     o Christina Zimmerman
     o Dennis Kokenos, Town Attorney
     o Members of the Public
   • Absent:
     o Leanna Hinger

2. Pledge of Allegiance

3. Discussion of Charge Considerations (see attached, incorporated by reference herein- Charter Revision Charge Considerations 2022)
   • Christina Zimmerman to take the lead on #2 for discussion at the July 18, 2022 meeting
   • Linda Wagner to take the lead on #3 for discussion at the July 18, 2022 meeting.
   • #4 was tabled until the July 18, 2022 meeting.

4. Other Charter areas to be examined
   • None at this time.

5. Public Comment
   • The following members of the public spoke during public comment:
     o Howard Lasser of 116 Tower Road, Brookfield
     o Matthew Grimes, Jr. of 11 Orchard Street, Brookfield
     o Andrew Koehm of 5 Fernbrook Drive, Brookfield

6. Previous Minutes:
   • George Walker motioned to add to the agenda approval of the minutes from the June 13, 2022 meeting. Seconded by Mario Nacinovich. The motion passed 6-0.
   • George Walker motioned to approve the minutes from the June 13, 2022 meeting. Seconded by Mario Nacinovich. The motion passed 6-0.

7. Adjournment
   • Mario Nacinovich motioned for adjournment at 8:39 p.m. and George Walker seconded. The motion passed 6-0.

Respectfully Submitted by Krystal Ramos, Secretary

June 27, 2022
Charter Revision Charge Considerations – 2022

A preliminary list of potential items for the commission to consider is below.

1. Creating an actual Pension Board;

2. Changing Vacancy Section so that a vacancy on a board must be filled by the same political party rather than allow for a Board to change an “R” seat to a “D” or vice versa;

3. Changing Town Clerk from Elected to Appointed;

4. Merging the Planning and Zoning Commission into one Commission;

5. Look at the Budget Process to see if it can be streamlined;

6. Create an alternate position for the Board of Assessment Appeals (especially for revaluation years) [https://www.cga.ct.gov/current/pub/chap_146.htm#sec_9-199](https://www.cga.ct.gov/current/pub/chap_146.htm#sec_9-199)

Term limits on all boards and commissions regardless of whether they are elected or appointed that no member serve for more than two terms. This includes the ethics board.

No chairman of any board or commission should serve as chairman for any more than one term.

Municipal building committee should be among those where it is an elected committee with term limits.

The list of boards and commissions should be reviewed each year by someone appointed by the First Selectman to eliminate any board, commission or adhoc committee that is no longer relevant or active. These inactive groups should not appear on any calendar or listing of town boards. Unless it is shown that they have a valid and relevant reason for their existence they should be removed so that the town can focus on those boards that are most significant.

Marcia’s Ideas for changes in the charter:

C3-2 C Town Treasurer - there is more than one deposit fund. Not sure why a bank account is called a “deposit fund”. And, we have multiple bank accounts. I would like to remove the word “fund” and use that just when we are talking about financial statement funds. I would like to change this to:

The Town Treasurer, who shall also be the agent of each bank account using the Town’s tax identification number(s), shall be ...

C5-5 Compensation - there has been discussion of changes, if any, to the compensation outside of the standard non-union amount. Should this take place after an election so the first selectman is not increasing his/her own wages? A number of towns do it that way.

C6-1 Appointed officers - Do we need all of these as appointed officers? Could some just be employees?
Article VIII, Finance and Taxation

C8-1  C. Technical correction. Our books and accounts are not audited. Our financial statements are.

The Board of Finance shall provide for an annual independent audit of the Town’s financial statements in accordance with State and Federal requirements.

C8-2  Could we suggest different timing of the budget after discussions by all?

C8-2 A  Last sentence discusses a statement of work and accomplishments. When these have been prepared, they have not been incorporated into the budget. Should this be continued?

C8-5  Special appropriations and transfers of appropriations. Could we flesh this out a little better? There should be one set of rules for the General Fund and rules for the other funds should also be delineated.

In addition, there are some issue here in transferring funds from the contingency fund and NOT calling a Town Meeting.

C8-7  Purchases - Could we provide recommended changes to this?

C8-8  Borrowing - we should be clear on our expectations for lease financing of equipment. We should also have our Bond Council weigh in for changes she has noted where we conflict with the CGS.

C10-3  We should make our conflict of interest documentation more vibrant. We had some ideas based on the issues noted in the West Have CRF Funding fraud discussions.