

From: Carolyn Keily December 2, 2011 12:22:02 PM  
Subject: Charter Revision Commission Minutes 11/22/2011  
To: SimsburyCT\_CharRevComm  
Cc:

CHARTER REVISION COMMISSION  
REGULAR MEETING  
November 22, 2011

I. CALL TO ORDER

Chairman Robert Heagney called the regular meeting of the Charter Revision Commission to order at 7:05 P. M. in the 2nd Floor North Conference Room at Eno Memorial Hall, 754 Hopmeadow Street. The following members were also present: Brad Mead, John O'Neill, Peter Pabich, and Dave Ryan. Brad Mead departed at 8:21 P. M. Also present were members of the Board of Finance; Mary Ann Harris, Director of Finance; Attorney Robert DeCrescenzo; Lisa Gray, Commission Clerk; and other interested parties.

II. PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

III. PUBLIC AUDIENCE

None

IV. APPROVAL OF MINUTES

A motion was made by Commissioner Pabich to approve the minutes of the November 8, 2011 meeting, as presented. The motion was seconded by Commissioner Ryan, and passed unanimously.

V. INVITED GUESTS

Board of Finance Chairman, Paul Henault, introduced the Director of Finance, Mary Ann Harris. Ms. Harris a list of proposed changes to the Charter budget timelines. Ms. Harris suggested that the following due date changes with regard to the annual budget be made in the charter:

Section 903. Capital Improvement Program preparation	due date
changed to February 15	
Section 904. Department Estimates	due

date changed to January 31

Section 905. Duties of the Director of Finance on the budget due date changed to March 1

Section 907. Duties of the Board of Selectmen on the budget due date changed to March 31

Section 908. Duties of the Board of Finance on the budget public hearing no later than April 10

Mr. Henault suggested that the required posting of a notice of the annual budget hearing be done online or in Town Hall, as opposed to the current procedure of publishing it in the newspaper, in order to save money.

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Mr. Henault referred to Section 911. Emergency Appropriations, and noted that it only allows for 1% of the total annual budget to be placed in this fund. In light of recent emergency expenses, he suggested increasing this amount to 2% or that it allow for a tier basis based on the level of the disaster, e.g. 1% based on health and property of citizens, 2% if the governor declares an emergency, 3% if the president declares a natural disaster, etc.

He also suggested that the town meeting notice of such an emergency be shortened from 30 days to 10 or 15 days.

Kevin North felt a town meeting would be unrealistic in such a situation and suggested wording that allows specific boards to spend X% of undesignated funds as emergency appropriations.

Mr. Henault also suggested reducing the number of board members on some appointed boards as it's becoming more difficult to find volunteers willing to serve.

With regard to pensions and other retirement benefits, Mr. Henault felt that, if there is a pension subcommittee or, in its absence, an investment advisor, they should report to the Board of Finance as opposed to the Board of Selectmen or Board of Education.

Ms. Harris distributed a memo from Thomas Cooke, Director of Administrative Services, proposing a revision to Section 402 eliminating the specific time

for the selectmen to meet after each municipal election.

VI. 2012 SCHEDULE OF REGULAR MEETINGS

A motion was made by Commissioner Ryan to approve the 2012 Schedule of Regular Meetings, as presented. The motion was seconded by Commissioner O'Neil, and unanimously carried.

VII. ADJOURNMENT

A motion was made by Commissioner O'Neil to adjourn the meeting at 8:51 PM.

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Brad Mead, Secretary