



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

Review of Appointment Process of Unaffiliated Voters Workgroup

Thursday, September 5, 2019

Probate Conference Room, Town Hall, 933 Hopmeadow Street

SPECIAL MEETING MINUTES – DRAFT

Members Present: First Selectman Eric Wellman, Mike Paine

Staff Present: Maria Capriola, Thomas Fitzgerald

The meeting was called to order at 5:54 pm

1) Review of Minutes:

The minutes from July 1, 2019 were approved by consensus.

2) Update re: RTC/DTC Diversity Task Force requests

The Town Clerk recorded a segment on SCTV about the volunteer process. It outlines what residents should do if they are interested in serving Simsbury on a board or commission. The workgroup members were happy to hear this had been done and suggested sharing the link in the next First Selectmen/Town Manager Report at a Board of Selectmen Meeting. There was discussion on the flyers created by the Town Clerk to be handed out in the Town's tent at Septemberfest. First Selectman Wellman created and suggested a list of the elected boards/commissions and appointed boards/commissions could be put on the back side of the flyers so people who took a flyer could quickly see what boards/commissions they could potentially volunteer for. The workgroup was filled in on the process of the Town creating an official Town Facebook page that could be for a variety of uses including advertising open slots on boards and commissions as an effort to increase the amount of volunteers.

3) Discussion re: audit of appointed boards/committees

The workgroup was presented a list of 6 committees that the Town Clerk has found to not be meeting. Discussion resulted on why these committees were first created and if they currently are needed. Selectman Paine gave background information on why some were created, and First Selectman Wellman gave background information from his time on the Insurance Committee. The Town Manager was asked to seek staff feedback for possible uses of the Insurance Committee should it continue.

4) Discussion re: deadline for Town Committee recommendations to BOS for 12/2/19 expiring terms

The workgroup had a discussion on this topic and indicated that with the election process happening in the late summer and through the fall, getting names submitted for the expiring terms by December may be difficult. Potential talk of having the appointments pushed back

towards a later meeting in January was discussed. This item will be discussed further at a future meeting.

5) Discussion re: appointed boards/commissions whose member are not recommended by Town Committees; organizational table including links for source documents

The workgroup was provided an index produced by the Town Manager's Office Intern that shows the list of committee appointments that are recommended by an entity other than a Republican or Democratic town committee. The table included information such as total membership slots, number of vacant terms, as well as a link to the source document that shows when and why the committee was created and in some cases, the appointment process. The workgroup appreciated the work put in to create the document and were happy to look through all the data presented.

The meeting adjourned at 6:45 pm.

Respectfully Submitted,
Thomas Fitzgerald
Management Specialist
Town of Simsbury