

From: Carolyn Keily September 21, 2011 10:29:41 AM
Subject: Charter Revision Commission Minutes 09/13/2011
To: SimsburyCT_CharRevComm
Cc:

CHARTER REVISION COMMISSION
REGULAR MEETING
September 13, 2011

I. CALL TO ORDER

Chairman Robert Heagney called the regular meeting of the Charter Revision Commission to order at 7:10 P. M. in the North Conference Room of Eno Memorial Hall. The following members were also present: Darren Cunningham, James Fleming, Dan Munroe, John O'Neil, and Dave Ryan. Also present were First Selectman Mary Glassman; Deputy First Selectman John Hampton; Selectman Lisa Heavner; Selectman Nancy Haase; Thomas Cooke, Director of Administrative Services; 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. INVITED GUESTS

Members of the Board of Selectmen were invited to offer their opinions and recommendations for revising the charter.

Lisa Heavner recommended that the term for the Board of Selectmen be staggered and that it be increased from two to four years. She further recommended that the Charter Revision Commission evaluate which commissions should be appointed and/or elected, and she also would like to see the provision for a Public Audience at all town meetings.

Nancy Haase agreed with Heavner's suggestions and added that the commission should look at the referendum/town meeting process as it pertains to residents' attendance at such meetings. She also suggested the commission consider merging the planning and zoning commissions to streamline the

process for applicants. Ms. Haase also noted that a lot of residents are talking about the Town Manager v. Selectmen issue and urged the commission to think about that issue.

Mary Glassman thanked the commissioners for their service and agreed with Heavner's and Hasse's recommendations. She also asked that the commission consider making the charter more realistic as to the responsibilities of the Board of Selectmen and First Selectman. She noted that many of the provisions in the charter date back to a time when the town population and staff were much smaller than they are today and the responsibilities of the Selectmen are unrealistic today given the town's growth. She also recommended the following specific revisions: Section 1001. General – Replace "position descriptions" with "classification plan"; Section 1002. Position Description – Replace "position" with "classification" wherever it appears, and change the title of Section 1002 to "Personnel Administration"; and remove Sections 405 and 911, which have been superseded by state law.

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For the commission's information and reference, Ms. Glassman distributed a list from the Connecticut Conference of Municipalities of appointed vs. elected land use boards and commissions.

Pertaining to the budget process and timeline outlined in the charter, Ms. Glassman noted that it is unrealistic and difficult to abide by, and recommended that it be revised and streamlined.

She also recommended that the charter provide for the hiring of a Personnel Director to take over that duty from the First Selectman, and that the charter be updated as to the personnel responsibilities of the selectmen vs. the collective bargaining units.

John Hampton recommended that the charter address succession in the event the First Selectman can no longer serve.

V. APPROVAL OF MINUTES

A motion was made by Commissioner O'Neil to approve the minutes of the August 9, 2011 meeting, as presented. The motion was seconded by Commissioner Munroe. Commissioner Fleming abstained. The motion passed unanimously.

VI. IDENTIFICATION OF NEW ACTIONABLE ITEMS

A motion was made by Commissioner Ryan to cancel the November 8 Charter Revision Commission meeting. The motion was seconded by Commissioner Monroe, and unanimously approved.

VII. DISCUSSION OF SUB-COMMITTEES

Commissioner Ryan reported that he and Peter Pabich had a meeting with the owner of the new Dunkin Donuts on Route 10 to discuss their experience with dealing with town staff and boards/commissions throughout their application and approval process earlier this year. The owner reported that the town staff was very helpful in comparison to other towns, but the Design Review Board was difficult to deal with.

VIII. OTHER BUSINESS

Mr. DeCrescenzo distributed a Final Report Working Draft. Research Issues, and memo from Anthony Baccamazzo regarding his CCM research request.

IX. ADJOURNMENT

A motion was made by Commissioner Cunningham to adjourn the meeting at 8:28 PM.

Brad Mead, Secretary