

MINUTES
CHARTER REVISION COMMISSION
February 8, 2017

PRESENT: Chairman James Staunton, Commissioners Dennis Donovan, Karen Marsden, Lynn Hidek, Eric Bergman and Art Kuever

Guests: Attorney Bennet

The meeting was called to order at 7:00 p.m.

Correspondence: An email from First Selectman Farmer regarding the need for a Chief Administrative Officer job description

Minutes: A motion was made by K. Marsden, seconded by D. Donovan to approve the minutes of January 11, 2017 as submitted. The motion carried unanimously.

Visitors: Attorney John Bennet

Old Business:

- J. Staunton spoke with First Selectman Farmer and Treasurer Todd Pozefsky regarding the Treasurer's job as detailed in the Charter.
 - It was recommended that this position be removed from the Charter
 - There are adequate checks and balances with the Board of Finance and Finance Director overseeing the town's finances
 - The duties of the Treasurer seem to be redundant to those of the Board of Finance and Finance Director
 - Attorney Bennet will determine if a Treasurer is a statutory requirement for a town
 - Check with the auditors if this is a required position
 - This item was tabled
- Attorney Bennet had reviewed the revised Charter as submitted and made comments and recommended revisions in the following sections (and will be noted in the next revised edition of the Charter):
 - Chapter I – Section 1-2 Rights and Obligations
 - Chapter III – Section 3-6 Board of Finance
 - Chapter VI – Section 6-1 General
 - Chapter VIII – Section 8-3 Removal (B and D)
 - Chapter VIII – Section 8-5 Powers and Duties of the Chief Administrative Officer

The members will research the Treasurer's position and duties and report back to the commission.

L. Hidek will obtain 4 to 5 job descriptions of a Chief Administrative Officer.

Research will be done to determine the stipends for the First Selectman.

The Charter Revision Commission will meet again on February 22, 2017.

The meeting was adjourned at 8:21 p.m.

Respectfully submitted,

Wendy McDermott
Clerk