



TOWN OF MADISON
CONNECTICUT
06443-2563

MEETING DATE: Tuesday, March 17, 2015
MEETING PLACE: Town Campus - Room B

SUBJECT TO APPROVAL

**Charter Review Committee
Minutes**

Members Present: Joan Walker (Chair), Dotty Bavin (Vice Chair), Deb Heinrich, Bill Gladstone, Scott Scherban and Jim Deephouse.

Others Present: Alma Carroll, Director of Town Services; Dave Anderson, Town Planner; William Gowanlock, Registrar of Voters

Not Present: Diane Stadterman

The subcommittee convened at approximately 7:31 a.m.

1. Public Comment.
None.
2. Review and take action on prior meeting minutes.

MOVED: by Bill Gladstone and seconded by Dotty Bavin to accept the regular meeting minutes of March 13, 2015.

VOTE: This motion was approved unanimously.

3. Review all prior Charter revisions.

The committee discussed the different instances of “consistent” versus “not inconsistent” in the Charter and agreed to not change any of the language referenced.

The committee discussed formatting changes and agreed to fix the bulleting throughout the Charter.

The committee discussed changes to the table of contents as follows:

Article I. Incorporation and General Powers, Sections 1.1 - 1.2
Article II. Form of Government—Legislative Branch, Sections 2.1
Article III. Elections and Referenda, Sections 3.1 - 3.6
Article IV. Executive Branch—Board of Selectmen and First
Selectman, Sections 4.1 - 4.4
Article V. Elective Offices, Section 5.1
Article VI. Elective Boards, Section 6.1 – 6.6

Mr. Gladstone moved for the approval of this change and Ms. Walker seconded. The motion was approved unanimously.

Mr. Deephouse brought up the definition of the term voter and suggested a change for clarification. However, Ms. Carroll noted that she thought the definition was from General Statutes and could not be changed. Mr. Gowanlock was brought in to discuss the language and stated that the language change suggested by Mr. Deephouse was correct. Ms. Carroll read aloud State Statutes for the committee as well. The proposed change was as follows:

The term “voter” when used in this Charter shall mean an elector of the Town ~~and~~ or United States citizen of the age of 18 years or more, who is liable, either alone or jointly and severally, to the Town for taxes on an assessment of not less than \$1000 as shown by the last complete Grand List or otherwise by presentation of adequate proof pursuant to Town Ordinance.

Mr. Deephouse moved for the approval of this change and Ms. Heinrich seconded. The motion was approved unanimously.

Mr. Gladstone discussed Sec. 8.6 and noted the confusion in the semantics of the meeting attendance requirements. Ms. Walker suggested the change below:

The Board of Selectmen, with a minimum of four affirmative votes, may remove any member or alternate of an appointive commission who has: (1) ~~attended fewer than~~ 75 percent of the regular meetings scheduled by commission during any calendar year, or (2) for cause, including for failure to comply with the duties and abide by the obligations imposed on such appointees by local, state or federal law or regulations, including the Town Ethics Policy.

Mr. Gladstone moved for the approval of this change and Ms. Heinrich seconded. The motion was approved with five votes in favor and one opposed.

Mr. Scherban discussed the removal of the language “and Special Acts” when it is referenced regarding General Statutes. Mr. Deephouse noted that the

Special Acts are separate from the General Statutes. The committee discussed adding a definition which states:

For the purposes of this Charter, references to the General Statutes will include any applicable Special Acts as they apply to the Town.

The committee also agreed to remove any reference to “Special Acts” throughout the Charter.

Ms. Walker moved for the approval of this change and Mr. Gladstone seconded. The motion was approved unanimously.

Mr. Scherban then discussed Section 2.1.2 and suggested possibly changing the title to reference Extended Town Meeting, however, the committee agreed that this section referred to all Town Meetings.

Mr. Scherban referenced Section 2.1.4.1 and the reference to the “Selectmen’s Office” the committee agreed that this language was appropriate.

Ms. Heinrich revised Section 11.4 as follows:

Members of **elective boards and appointive commissions** may be reimbursed for necessary expenses incurred in the performance of their duties. Reimbursement will be from an appropriation authorized for that purpose.

Ms. Walker moved for the approval of this change and Mr. Deephouse seconded. The motion was approved unanimously.

Ms. Carroll suggested the following changes:

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Article XI. Miscellaneous Provisions, Sections 11.1 – 11.5

4.2.1A5

5. Act as chief lobbyist with respect to State and Federal matters through policies as voted by ~~of~~ the Board of Selectmen.

4.3.2B

B. Automatically, in the event the First Selectman shall be absent from **his** office for more than 30 days.

6.1A

A. The function of the Zoning Board of Appeals shall be as described by ~~State law~~ **General Statutes**.

6.4D

D. Perform those duties and responsibilities set forth in Article X **hereof**.

10.1.3.

Upon finding that a state of emergency exists in the Town pursuant to **Subsection 4.1.4M** the Board of Selectmen may (a) enact any such ordinances and regulations as it deems necessary under the circumstances, or (b) pursuant to Section 4.3.2, authorize action by the Acting First Selectman.

Mr. Gladstone moved for the approval of this change and Ms. Heinrich seconded. The motion was approved unanimously.

Ms. Walker moved for the approval of presenting the Charter draft to the Town Clerk, with a presentation to the Board of Selectman. The motion was seconded by Mr. Scherban. The motion was approved with five votes in favor and one opposed.

Ms. Walker then discussed the presentation to the Board of Selectmen on March 23, 2015. The committee discussed the Power Point presentation that Ms. Walker drafted and the detail needed in their presentation to the BoS. They also discussed the notice(s) which would be presented to the public. The committee reviewed which member would present the slideshow to the BoS and which members would answer which potential questions from the BoS.

4. Discuss potential new Charter revisions.

Mr. Scherban discussed whether the committee wanted to make two different Charters, one without any reference to the Town Manager. Ms. Walker noted that the Town's legal counsel stated that the committee could not propose two different Charters. Mr. Scherban cautioned that there may be pushback against the Town Manager position. Ms. Heinrich stated that she felt the committee should allow the Board of Selectman the option to make this recommendation. Ms. Carroll agreed and stated that once the BoS makes their suggestions, the committee can either make these changes or not and then the BoS decides how the referendum questions are proposed to the public. Ms. Walker again stated that the Town's legal counsel approved of the language in the draft that allowed for the potential to establish the Town Manager position.

5. Public Comment.

None.

6. Adjourn

There being no objections, Chairwoman Joan Walker adjourned the meeting at 8:40 am.

Respectfully submitted,

Lauren Rhines
Recording Secretary