

**MINUTES
TOWN OF GROTON
CHARTER REVISION COMMISSION
JANUARY 28, 2008
TOWN HALL ANNEX – COMMUNITY ROOM 2**

1. Members Present: Frank "Mick" O'Beirne, Shirley Dunbar-Rose, Stan Dziurzynski, Nancy Moffat, Richard Moravsik, Raymond Munn, Ed Stebbins, and John Wirzbicki
Members Absent: Robert Frink
Also Present: Town Clerk Barbara Tarbox and Office Assistant Lori Watrous

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

2. A motion was made by Moffat, seconded by Munn to approve the minutes of January 14, 2008. The motion was passed with seven in favor and one abstention (Stebbins).

3. COMMUNICATIONS

- a. Chairman

Chairman O'Beirne reported receiving an email from Jack Sebastian. Mr. Sebastian suggested providing guidelines for officials in hopes of avoiding an annual operating budget going to referendum.

Due to time constraints, Commissioner Frink is not available to attend the CRC meetings at this time. While he would like to finish his assignments from the Committee, he will tend his resignation if the CRC so desires. Chairman O'Beirne proposed that Commissioner Frink not resign, and that he and Commissioner Frink work as a team to continue moving forward on the budget section of the Charter. Chairman O'Beirne will discuss this option with him and report back.

Chairman O'Beirne will be unavailable for CRC meetings on both February 25th and March 24th. The CRC meetings will still convene during this timeframe to maintain a forward momentum.

- b. Secretary: No report.

- c. Members:

Commissioner Moffat received a suggestion that we have an elected Mayor, and not a Mayor elected amongst their peers. Chairman O'Beirne reminded the group that this had been discussed previously, with the outcome being that a Council/Mayor was preferable.

4. CITIZEN COMMENTS

None.

5. OLD BUSINESS

After a legal review, the **BOARD OF EDUCATION** has returned the section of the Charter pertaining directly to them with minor revisions. Under *Sec. _2 Powers and duties*, the words "These shall include, but not be limited to," have been added. It appears this addition was for clarity, and not to change the intent. Discussion ensued.

A vote was taken to remove the entire sentence concerning powers. It failed with 3 in favor (Dunbar-Rose, Wirzbicki and Moravsik), 5 against.

A vote was taken to adopt the new wording from the **BOARD OF EDUCATION**, with the following exception: delete "and this charter" at the end of the first sentence. The vote passed unanimously, and the section will now read:

Sec. __2 Powers and duties. The BOE shall have all powers and duties conferred by the CGS. These shall include, but not be limited to, determination of educational policy, management of the physical school facilities, determination of employment and compensation of the Superintendent of Schools, determination of the responsibilities of administrative and teaching staffs, and formulation of an annual budget in accordance with Sec. __. Execution of the approved education budget shall be at the discretion of the BOE in accordance with CGS as may be amended from time to time.

A recess was taken from 7:40 to 7:52 p.m.

6. NEW BUSINESS

An email from Patrice Granatosky regarding funding appropriations was received, and will be placed on the next agenda for discussion. Copies were distributed to all.

An email from Michael Carey containing formal answers to Charter questions was received, and will be placed on the next agenda for discussion. Copies were distributed to all.

Commissioner Dziurzynski requested to have **DEFINITIONS** placed on the agenda for discussion at the next meeting.

Members revisited the **OFFICERS AND ELECTIONS** section as restructured by Commissioner Munn.

- a. Sec. __.7.3 – *Conflict of Interest* – Secretary Dunbar-Rose will construct a new *Conflict of interest* section which will incorporate appropriate verbiage from the Charter, the Farmington Charter and recusing language. The newly developed section will be discussed at the next meeting.
- b. Sec. __.2.2 – *General town elections (based on Town Clerk's draft)* – Change the fourth sentence to read: "The terms of all elected officers shall begin on the first Tuesday of December following the election, except for the Town Clerk and the Registrars of Voters, and they shall hold office until their successors have been elected and qualified."

Members reviewed the **TOWN CLERK** (*Sec 4.9 Powers and duties of town clerk; compensation of town clerk*) as restructured by Town Clerk Barbara Tarbox.

- a. Sec. __.9 – *Powers and duties of town clerk; compensation of town clerk* – Delete the current paragraph and replace with the following subparagraphs (*based on the Town Clerk's draft*):

Sec. __.9.1 – The term of the Town Clerk shall be as prescribed by ordinance, a four-year term commencing on the first Monday of January after the municipal election.

Sec. __.9.2 – Compensation of the Town Clerk shall be determined by the Town Council. All fees collected by the Town Clerk shall be paid into the town treasury or as designated by the CGS.

Sec. __.9.3 – The Town Clerk shall have all the powers and duties conferred or imposed on town clerks by the CGS, this Charter, or town ordinance.

Sec. __.9.4 – The Town Clerk shall be the Clerk of the Town Council and the Clerk of the RTM, keeping a record of all meetings of the Town Council and the RTM.

Sec. __.9.5 – The Town Clerk shall appoint and remove all employees in the office of the Town Clerk subject to the merit system provisions of this Charter.

Members reviewed the **TOWN MANAGER** section as restructured by Commissioner Moravsik.

- a. Sec. __.1 – *TOWN MANAGER* – no changes
- b. Sec. __.1.1 – *Appointment and removal*
In the last sentence replace the word “parties” with “the Mayor and the prospective Town Manager”.
- c. Sec. __.1.2 – *Removal*
In the second sentence, after “town council” add “by a vote of at least seven members of the Council”.

In the fourth sentence, delete “Interim town” and reinstate the word “acting”.

- d. Sec. __.1.3 – *Acting town manager* – no changes

Chairman O'Beirne indicated that at the next meeting, the commission will revisit Sec. __.7.3 *Conflict of Interest*, resume their review beginning with **THE TOWN MANAGER** (Sec. 6.1.4 *Interim Town Manager*) and continuing on to **DEPARTMENTS**.

7. ADJOURNMENT

The meeting adjourned at 8:51 p.m.

Shirley Dunbar-Rose
Secretary
Approved February 11, 2008