

**CHARTER REVISION COMMISSION**  
**MEETING MINUTES**  
**NOVEMBER 23, 2010**

In attendance at the meeting: Commission Members: John P. Chiota, Esq., Chairman; Gail J. Hanna, Secretary; Russell Friedson; and Paul Timpanelli.

Commission members not present: William S. Holden, Vice Chairman

Non-commission members in attendance: Daniel Nelson, Trumbull Chief of Staff; and Aaron Leo, PATCH

*Meeting Called to Order 7:05PM.*

The Commission did not review the Minutes of October 20, 2010 or the Minutes of November 10, 2010 for approval. They agreed they would review the Minutes at the next meeting on December 07, 2010.

J. Chiota submitted to the Commission for their review a draft he prepared using the Fairfield Charter through CHAPTER VIII. ELECTED OFFICERS, BOARDS AND COMMISSIONS as an example for Trumbull's revised charter.

D. Nelson submitted a schedule he prepared regarding Bonding information.

The Commission continued with the revision of the Charter at: **CHAPTER VII. BOARDS AND COMMISSIONS**

**Section 1. Board of Finance.**

**Idea #138** - Add a new paragraph: "**C. Internal Auditor. The Board of Finance shall appoint an internal finance and operations auditor. The Auditor shall have the authority to audit the finances and operations of any Trumbull government entity, including but not limited to, the Town, the Board of Education, Enterprise Funds, Special Agency Accounts and any other government entity receiving and/or spending use charges and any other income. The Auditor shall present his/her reports to the Board of Finance. The Auditor shall have the power, upon the direction of the Board of Finance, to audit the finance and operations of the Town.**"

**Idea #139** - A. Composition and election. Line 10: Replace "appointed by the Council" with "**appointed by the Boards and Commissions**".

**Section 3. Board of Education.** W. Holden to submit language.

**Section 4. Library Board of Directors.**

**Idea #140** - Should be Library Board of “Trustees”. G. Hanna will check with Sue Horton (Library Board) to confirm.

**Section 5. Planning and Zoning Commission.**

**Idea #141** - Line 5: “**Council**” should be changed to “Planning and Zoning”.

**Idea #142** - Change: **five (5) members** to “seven (7) members town wide”.

**Section 7. Inland Wetlands Commission.**

**Idea #143** - Change: name of commission to: “Inland Wetlands and Conservation Commission”.

**Idea #144** - Bottom of Page 27; delete the last sentence of the second paragraph.

**Section 8. Personnel Appeals Board.**

**Idea #145** - Check with Attorney Maslen if this can be deleted.

**Section 9. Police Commission.**

*B. Powers and duties.*

**Idea #146** - Third paragraph; delete sentence: **All promotions in the Department shall be made from within the Department except that the appointment of a Chief of Police may be made from within or without the Department.**  
P. Timpanelli will meet with Chief Kiely to discuss and will inform the Commission.

*C. Constables and police officers.*

**Idea #147** - What are the functions of constables? Should constables be included in this chapter?

**Section 10. Board of Finance. (TAPE)**

**Idea #148** - D. Nelson to get more information of Physician requirements.

**Idea #149** - R. Friedson: “Does Public Health Council still exist?”

**Idea #150** - Remove **Section 11. Flood and Erosion Control Board.**

**Section 12. Economic Development Commission**

**Idea #151** - Change name of commission to: “Economic and Community Development Commission”.

**Section 13. Park Commission.**

**Section 14. Recreation Commission.**

**Idea #152** - Merge Section 13 and Section 14. Rename to **Park and Recreation Commission.**

A. *Composition and appointment.*

**Idea #153** - Change: **eight (8) members** to “**nine (9) members**”.

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**Section 15. Golf Course Commission.**

A. *Composition and appointment.*

**Idea #154** - Change: **five-year terms** to “**3-year terms**”.

**Section 16. Jury Commission.**

**Idea #155** - Can commission this be deleted? Attorney Maslen.

**Section 17. Conservation Commission. Remove** - merging with Economic Development.

**Section 18. Water Pollution Control Authority.**

A. *Composition and appointment.*

**Idea #156** - Change: **five (5) members** to “**six (6) members**”.

**Idea #157** - Change: **two (2) years** to “**three (3) years**”.

**Idea #158** - End of the first paragraph; delete the last sentence.

**Section 19. Housing Authority.**

A. *Composition and appointment.*

**Idea #159** - Change: **five (5) members** to “**six (6) members**”.

**Idea #160** - Change: **five (5) years** to “**three (3) years**”.

**Idea #161** - Insert: “**One (1) member should be a resident of Stern Village**”.

**Section 20. Civil Service.**

**Idea #162** - Can this section be deleted? D. Nelson to confirm?

**Section 21. Pension Board.**

**Idea #163** - Second to last paragraph; insert: “documented” before expenses.

**Section 22. Ethics Commission.**

A. *Composition and appointment.*

**Idea #164** - Change: **five (5) regular members** to “**six (6) regular members**”.

**Idea #165** - Change: **two (2) alternate members** to “**three (3) alternate members**”.

B. *Powers and duties.*

**Idea #166** - End of (b); **remove brackets** around “*and*”.

C. *Code of ethics.*

**Idea #167** - Five lines down; delete “**Civil Service Board**”

D. *Procedure.*

**Idea #168** - (2) change: **thirty (30) days** to “**forty-five (45) days**”.

Section 23. Arts Commission.

A. *Composition and appointment.*

**Idea #169** - Change: **seven (7) members** to “***six (6) members***”.

**Idea #170** - Change: **five (5) years** to “***three (3) years***”.

**Idea #171** - 2. Delete: “***The term of one (1) member will expire each year***”.

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**Section 25. Youth Commission**

A. *Composition and appointment.*

**Idea #172** - Change: **seven (7) members** to “***six (6) members***”.

**Idea #173** - Change: **five (5) years** to “***three (3) years***”.

**Section 28. Official conduct.**

**Idea #174** - Move Official Conduct Section to Code of Ethics Section.

**Idea #175** - *B. Gratuities.* Delete: “**which might tend to influence him or might appear to influence him in the discharge of his/her duties**”.

**Idea #176** - *C. Violations.* Delete: “, **subject to Civil Service Board regulations,**

**Section 29. Public meetings and records.**

**Idea #177** - Insert language from R. Friedson’s previously submitted draft regarding public meetings.

**Idea #178** - Insert language regarding electronic public notification.

**Idea #179** - Insert language for a published length of time of an Executive Session for the public and meeting notice.

At the next meeting on December 7, 2010, the Commission will continue with the Charter revision with **CHAPTER VIII. ELECTORAL PROCESS.**

The Commission scheduled two meetings for the month of January:

***Wednesday, January 12, 2011, at 7:00PM;*** and

***Wednesday, January 26, 2011, at 7:00PM.***

*Meeting Adjourned 9:05PM.*

Respectfully submitted:  
Marilou Mangiamele, Clerk