

**MEETING OF THE KILLINGWORTH  
CHARTER REVISION COMMISSION**

**Monday, September 19, 2022 7:00 p.m. via GoToMeeting**

**Members in Attendance:** Joanne Gorman, Joan Gay, Casey Jacob, Arjumund Abid (Arrived at 7:18 p.m.), Eric Nunes, Cathy lino and Kathleen Zandi, Char

**Members Absent:** None.

**Visitors (as identified on screen):** First Selectman, Nancy Gorski and Clerk, Jamie Sciascia

The meeting was Called to Order at 7:02 p.m. by K. Zandi, Chair

Due to a heavy rain storm, some members experienced power outages during the meeting. All members were able to reboot their internet, and join the meeting for all discussion, motions and votes.

**Summary of Public Comment (Joanne):** There was no Public Comment to report.

First Selectman Gorski will put out another reminder in Constant Contact asking for any feedback/questions/concerns to email the CRC directly at:

[Charterrevision@townofkillingworth.com](mailto:Charterrevision@townofkillingworth.com).

**Approval of Minutes:**

Motion #1 - Casey Jacob *Moved* and Joan Gay *Seconded* a motion to accept the Minutes of August 29, 2022 as presented.

Voting to Approve: J. Gay, A. Abid, J. Gorman, C. Jacob, C. lino, E. Nunes, K. Zandi

Motion passed unanimously (7-0-0)

**Approval of Clerk Invoice:**

Motion#2 - Cathy lino *Moved* and Joan Gay *Seconded* a motion to approve the Clerk invoice in the amount of \$310.00 as presented.

Voting to Approve: J. Gay, A. Abid, J. Gorman, C. Jacob, C. lino, E. Nunes, K. Zandi

Motion passed unanimously (7-0-0).

**Process for Ongoing Editing/Updating Charter (Casey):**

Casey Jacob updated the Commission about the process of Charter edits, specifically, updating the watermark date each time a new edit is made, highlighting items to go back and change later, noting in the comments each motion that the CRC voted on and date of motion, putting comments in like: capitalization of Boards – email received from Dawn

Mooney about same, to know that the CRC needs to come back to it at later date. Casey is saving new versions, when edits are made, so there will be a standing record for future.

The CRC, and Selectman Gorski, thanked Casey for all her hard work in editing the Charter document.

### **Timing for Public Hearing #2:**

Chair Zandi spoke about scheduling a second public hearing mid-cycle and then a final one near the end. One hearing already took place before the CRC commenced substantial work.

Discussion took place about not holding a hearing around the upcoming holidays, but definitely before January, in order to get feedback regarding the 2 year vs 4-year year term of Selectmen, looking possibly at a November or January date. After further discussion, the CRC agreed upon December 5th as the first choice and November 21st as the second choice.

First Selectman Gorski will reach out to Elizabeth Disbrow directly regarding future hearing scheduling dates and will also reach out to Dave Tycz to see how long the Legal Review will be. First Selectman Gorski will also take a look at the Timeline that she presented to the CRC and figure out when the CRC needs to submit a final version to the BOS, including a date to get on the ballot. She will sit down with Town Clerk Dawn Mooney to confirm.

### **Updates from Working Groups:**

Working Group 2: Joan Gay, Eric Nunes and Arjumund Abid

Eric Nunes presented the Working Group's recommendation to the CRC.

Motion #3 - Joan Gay ***Moved*** and Eric Nunes ***Seconded*** a motion to amend the language under 5-14(a) Membership in Regional Organizations, deleting "Connecticut River Estuary Regional Planning Agency" and replacing it with "Lower Connecticut Regional Valley Council of Governments (RiverCOG)".

The CRC discussed deletion of "two" and replacing it with "one representative and one alternative representative" and also adding in after RiverCOG "Regional Planning Committee" and deletion of "One representative" and replacing it with "Both representatives". After discussion in length, Joan Gay decided to check with Sam Gold to get clarification on who appoints the representative and who appoints the alternate.

Joan Gay ***TABLED*** this motion until clarification is received from Sam Gold.

Joan went through the following Regional Organizations, Source, Terms: RiverCOG - Lower Connecticut River Valley Council of Governments, Catchment Area Council #10, Advisory Council for Cable Television, South Central Connecticut Regional Water Authority, Estuary Transit District, Haddam-Killingworth Recreation Authority, and Middlesex County Revitalization Commission.

Motion #4 - Joan Gay **Moved** and Cathy lino **Seconded** a motion to add under Section 5-14(b) Middlesex County Revitalization Commission with one representative.

Joan will get information regarding RiverCOG and how it should be added to the Regional Organization Table.

The CRC discussed, and Casey Jacob suggested, to include the Regional Organization table that Joan created to be included in the motion and also combining both Sections 5-14(a) and 5-14(b).

Joan Gay **Amended** and Cathy lino **Seconded** the motion to combine Section 5-14(a) and 5-14 (b) into one section for all Regional Organizations, with a table listing each agency, the source of it's authority, number of representatives, appointing agency and term.

Voting to Approve: J. Gay, A. Abid, J. Gorman, C. Jacob, E. Nunes, C. lino, K. Zandi

Motion passed unanimously (7-0-0).

Joan presented the Working Group's recommendation that the The Historic Review Committee shall consist of 5 members and 2 alternates, appointed by the Board of Selectmen serving without compensation for a 1 year term. Nominations to the Historic Review Committee shall be solicited from the Municipal Historian, the Killingworth Historical Society, and other qualified agencies and associations.

Ordinance or BOS: Ordinance, 238-6 at Special Town Meeting Oct. 27, 2008

Number of members: 5

Minority representation: Y - 3D, 2U

Term 1 yr

Charge See 238-6

NOTE: Nominations to the Historic Review Committee shall be solicited from the Municipal Historian, the Killingworth Historical Society, and other qualified agencies and associations.

The CRC spoke about changing Nominations to Recommendations for Membership.

Motion #5 - Joan Gay **Moved** and Joanne Gormann **Seconded** a motion to accept the Working Group's recommendation to add The Historic Review Committee to the Charter and also to amend the word "Nominations" to "Recommendations": The Historic Review Committee shall consist of 5 members and 2 alternates appointed by the Board of Selectmen serving without compensation for 1 year term. Recommendations for appointment to the Historic Review Committee shall be solicited from the Municipal Historian, the Killingworth Historical Society, and other qualified agencies and associations.

Voting to Approve: J. Gay, A. Abid, J. Gorman, C. Jacob, E. Nunes, C. lino, K. Zandi

Motion passed unanimously (7-0-0).

Joan Gay presented the Working Group's recommendation for Open Space Committee. Their recommendation is as follows: The Open Space Committee shall consist of no fewer than 4 and no more than 8 members appointed by the Board of Selectmen serving without compensation for a 1 year term.

Ordinance or BOS: BOS July 13, 1998 as sub-committee of BOS to serve as advisory capacity; originally 5 members with representatives from Land Trust, P&Z, Inland Wetlands, Conservation Commission, Board of Selectmen

Number of members	8
Minority representation	3R, 2D, 3U
Term	1 yr

Joan will follow up with Town Clerk Dawn Mooney regarding a specific Ordinance relating to the Open Space Committee. This item was Tabled so more research could be done before making a motion.

Joan Gay presented the Working Group's recommendations giving two options for the Parmalee Committee for the CRC's review. 1) Executive Committee - limited to 3, 5 or 7 members that would be appointed by the Board of Selectmen. This group would be subject to all the rules of appointment by Charter including party and minority representation. This committee would maintain all decision making authority by voting on all matters related to the Farm management as defined above. Establish a Parmalee Farm Working Committee - This committee and its make-up shall be established by the direction of the Executive Committee. This group shall perform working duties as established by the Executive Committee including but not limited to such things as maintenance, events management, planning studies, public outreach, etc. The members of this committee may advise on matters to the Executive Committee but will have no voting authority on matters related to the farm management and administration. 2) Parmelee Committee shall consist of 9 members, serving without compensation for a 1 year term.

Motion #6 - Joan Gay **Moved** and Eric Nunes **Seconded** a motion to accept the Working Group's recommendation to add the Parmalee Committee to the Charter and that the Parmalee Committee shall consist of 9 members, appointed by the Board of Selectmen, serving without compensation for a 1 year term.

Voting to Approve: J. Gay, A. Abid, J. Gorman, C. Jacob, E. Nunes, C. lino, K. Zandi

Motion passed unanimously (7-0-0).

Joan Gay will clarify with Town Clerk Dawn Mooney regarding the Regional Tourism Agency.

**Adjournment:**

Chair Zandi adjourned the meeting at approximately 8:56 p.m.

**Submitted By:** Jamie Sciascia, Clerk