

**MEETING OF THE KILLINGWORTH
CHARTER REVISION COMMISSION**

Monday, November 7, 2022 7:00 p.m. via GoToMeeting

Members in Attendance: Joanne Gorman, Joan Gay, Casey Jacob, Eric Nunes, Arjumund Abid, Cathy lino and Kathleen Zandi, Char

Members Excused: None.

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

The meeting was Called to Order at 7:20 p.m. by K. Zandi, Chair

(Due to the Commission experiencing technical difficulties, the meeting started later than expected.)

Summary of Public Comment (Joanne):

There was no Public Comment either in email or sent into the Town Hall.

If you would like to submit questions/feedback to the CRC, please send them via email to: Charterrevision@townofkillingworth.com.

Approval of Minutes:

Motion #1 - Casey Jacob *Moved* and Joan Gay *Seconded* a motion to accept the Minutes of October 17, 2022 as presented.

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

Motion passed unanimously (7-0-0).

Approval of Clerk Invoice:

Motion #2 - Joan Gay *Moved* and Arjumund Abid *Seconded* a motion to approve the Clerk's invoice in the amount of \$280.00 as presented.

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

Motion passed unanimously (7-0-0).

Calendar:

Chair Zandi reviewed with the Commission potential dates for future CRC Meetings and Public Hearings. First Selectman Gorski will reach out to Dave Tycz regarding timing of his review of the CRC's preliminary motions, versus the timing of Board of Selectmen's review, and bring it back to the CRC at their next meeting.

Updates from Working Groups:

Working Group #3 - Joan Gay, Cathy lino, Eric Nunes:

Topic of Discussion - Board of Fire Commissioners:

Cathy lino presented research from Working Group #3 around the original language in the Section 4-14 of the Charter under the Board of Fire Commissioners along with their proposed language. Working Group #3 noted reference to an Agreement between the Fire Commission and the Fire Company. First Selectman Gorski will seek to obtain this Agreement, if one exists. Casey Jacob suggested the possibility of adding a definition of the Board of Fire Commissioners to the Charter since what is written is very vague. Working Group #3 recommends that the two elected members should not be current members of the Fire Company because the Commission represents the town. No motion was made on this subject, but the possibility was raised that if the CRC votes that elected members of the Commission cannot be members of the Fire Department, it might be offered to the town vote as a separate question. Joan Gay will look at surrounding Town Charters to see how the Volunteer Fire Companies operate in order to see if Fire Department members are allowed to serve on Fire Commissions. At the next CRC meeting, the Working Group #3 will bring forth recommendations based on feedback from today's meeting.

Topic of Discussion - Board of Finance:

Working Group #3 - Joan Gay, Eric Nunes & Cathy lino

Working Group #3 is on the Agenda for the Board of Finance meeting scheduled Wednesday, November 9th. They will seek input on several topics and bring it back to the CRC for review and discussion.

Topic of Discussion - Section 8-1:

Working Group #4 - Casey Jacob, Joanne Gorman and Arjumund Abid

Based on Motion #4 from the 10-17-22 CRC meeting, Casey Jacob drafted a memo to the BOS recommending it consider an Ethics Commission/Board and a Code of Ethics. Due to time, this item will be discussed at the next CRC meeting.

Casey Jacob reviewed Article VIII and summarized the questions Working Group #4 has for the CRC. She suggested the components in each Section of Article VIII include Title, what group makes the appointment, the term of appointment and a broad statement about responsibilities with reference to Statute or Ordinance, if appropriate. After discussion in length, the CRC questioned how much of Article VIII belongs in a Charter or if the

necessary information is available elsewhere. Working Group #4 will follow up with Town Clerk Dawn Mooney to see what information is given to the BOS about required appointed positions and also what information is available in the Town Hall for various job descriptions. Working Group #4 will also look at other Charters to see how they handle listing of broad responsibilities. Joan Gay suggested looking at the current State Statutes list she posted in the CRC's Sharepoint folder. Following these steps, Working Group #4 will make specific recommendations for Article VIII. A brief discussion took place about utilizing Sharepoint and FOI requirements.

Adjournment:

Chair Zandi adjourned the meeting at approximately 9:00 p.m.

Submitted By: Jamie Sciascia, Clerk