

**CHARTER REVISION COMMISSION**  
**Regular Meeting**  
**March 10, 2022**  
**7:00 PM**  
**Via Webex**  
**Fairfield, CT**

**DRAFT MINUTES**

**MEMBERS PRESENT:** Bryan Cafferelli-Chair, Chris Brogan-Vice Chair, Marlene Battista-Secretary, Pamela Iacono, John Mitola, John Wynne

**OTHERS PRESENT:** Attorney Steven Mednick, Town Attorney James Baldwin, FairTV, members of the public

**MEMBERS ABSENT:** Jay Gross

A recording of this meeting can be found here: <https://www.youtube.com/watch?v=JF7lpizebgc>

I. **CALL TO ORDER**

Chair Bryan Cafferelli called the meeting to order at 7:00pm.

II. **ROLL CALL**

Recording Secretary Pru O'Brien took the roll.

III. **PLEDGE OF ALLEGIANCE**

Chair Cafferelli led the Pledge of Allegiance.

IV. **Approval of Minutes from February 24, 2022 meeting**

Commissioner Iacono motioned to approve the minutes from 2/24/22 as written. Commissioner Battista seconded the motion.

The motion carried unanimously.

V. **Topic 1. CRC Working Session and Discussion on Governance**

Chair Bryan Cafferelli and Vice Chair Chris Brogan spoke with the Board of Selectmen about the different forms of government that had been discussed among the commissioners in the last few weeks, mainly the Town Manager form of government. Selectwoman Lefkowitz needed more information before she could comment. They will follow up with her. First Selectwoman Kupchick and Selectman Flynn liked the idea of a Town Manager but thought it would take another Charter Revision Commission before it would transition, if the Town decided to go in that direction. The First Selectwoman and Selectman Flynn both thought things were working well with the current town government and discussed adding positions like a COO. Many or all Department Heads would report to the COO and the COO would report to the First Selectperson. First Selectwoman Kupchick and Selectman Flynn felt the Town needs a Board of Finance, but were open to a smaller RTM with clearly defined roles for both. Selectman Flynn said Fire, Police and Finance should report directly to the First Selectperson. Commissioner Mitola wondered if they had discussed the Board of Selectmen (BOS). Chair Cafferelli said that Selectman Flynn liked the BOS but felt the roles need to be defined or adjusted. Vice Chair Brogan thinks the First Selectperson can do without a BOS, but the Legislative Board would need to change. Selectwoman Lefkowitz did tell them that at times she is frustrated with how the BOS works but thinks adjustments would help that. Commissioner Iacono would like to keep the First Selectperson with a stronger Legislative body. She is not looking to give the First Selectperson/Mayor more power, but have the Legislative body be more emboldened, effective and accountable. Commissioner Iacono would

like to dissolve the BOS for a smaller Legislative body. She also suggested putting the COO position in the Charter as a non political position. When Commissioner Wynne asked Commissioner Iacono who would be in charge and what would happen if the Chief Executive and the COO did not agree. Commissioner Iacono said the person in charge would be the person elected by the people. The COO is appointed to assist the Chief Executive in achieving goals and managing the Town.

Commissioner Mitola suggested clarifying in the Charter, First Selectperson appointments and how the appointees can be terminated. He also said the RTM could be smaller but still needs to be a strong Legislative body so the First Selectperson doesn't have all the power. Give appointments terms for checks and balances.

Attorney Mednick stated that the COO could become political because he/she would work directly with the Legislative Body. A Town Manager would dissolve the RTM and it would still be a Legislative body, but only having 9 people. The discussion continued about the size of the RTM and whether there should be a BOF.

Attorney Mednick appreciated all the suggestions and needs to know in what direction the Charter Revision Commission wants to move forward to present his proposals for the Charter.

**Topic 2. Miscellaneous Issues – Part A. Minority Party representation, Constables, Commencement of Terms of Elected Officials and RTM; Resignations and Vacancies (TBD).**

Attorney Mednick understands the concept of neighborhoods in Fairfield and thinks they should be constitutionalized and put in the Charter. An odd number of persons elected per district guarantees minority party representation. Attorney Mednick went over different towns and how many members they have in their Legislative bodies. The discussion continued on the size of the boards and whether all of them were necessary. Attorney Mednick will speak with Town Attorney Baldwin about looking into terms for Department Heads.

Constables work with Probate Court. Attorney Mednick suggested reducing the number of Constables to four and have them appointed and not elected. There should be a commencement on terms of public officials and the RTM. All serving with terms would start their terms on the same day and there should be one constant standard for resignations and vacancies for officials in the Town. Attorney Mednick will draft a proposal on these items.

**Topic 3. Update by Counsel**

Attorney Mednick will go through the emails and add to his documents based on those suggestions.

VI. **Next Steps**

The next meeting is on Thursday, March 24, 2022 at 7:00pm. Attorney Mednick said he will need to coordinate with the BOS to see how far out they can go in May and if they can add meetings is necessary to get everything done. There will also be another statutory public hearing.

VII. **Adjourn**

Commissioner Iacono motioned to adjourn. Commissioner Brogan seconded the motion. The meeting adjourned at 8:50pm.

Respectfully submitted,

Pru O'Brien  
Recording Secretary