

## CHARTER REVISION COMMISSION

**Special Meeting**

**April 25, 2022**

**4:30 PM**

**Via Webex**

**Fairfield, CT**

A recording of this meeting can be found here: <https://www.youtube.com/watch?v=KVd23zzgd4w>

### DRAFT MINUTES

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

**MEMBERS ABSENT:** Jay Gross

**OTHERS PRESENT:** Attorney Steven Mednick, Town Attorney James Baldwin, FairTV

#### I. **CALL TO ORDER**

Vice Chair Chris Brogan called the meeting to order at 4:30pm.

#### II. **ROLL CALL**

Recording Secretary Pru O'Brien called the Roll.

#### III. **PLEDGE OF ALLEGIANCE**

Chair Bryan Cafferelli led the Pledge of Allegiance.

#### IV. **Revised Action Item #3: Articles II – VII**

##### **Revised Action Item #1 Budget (Unified Hearing Concept)**

Meeting Topic IV – Proposed Action Item #4  
Articles VIII and IX (to be presented at meeting)

- Police Chief residency
- Department Issues
- Qualifications
- Term of Office and “For Cause” standard
- Town Attorney/Assistant Town Attorney
- DPW/WPCA Alignment
- Police, Fire, Conservation and Tax

Attorney Mednick explained that Action Item #3 reflected what occurred at the last meeting. He went back to the existing structure of government, keeping the Board of Selectmen and using the Town Meeting concept for the RTM. Chair Bryan Cafferelli said First Selectwoman Kupchick would be joining the meeting at 5:00pm to discuss budget process. Attorney Mednick reviewed all the items in the backup document Action Item#3. Commissioner Mitola was concerned about reducing the number of RTM members when it has always been the decision of the RTM as to the number of members. Commissioner Mitola would like the language to say, no more than 40 members and leave it to them to decide. Commissioner Mitola also questioned the line regarding Minority Representation. Chair Cafferelli said the Minority Representation is there for discussion as no decisions have been made. There was also a discussion about the number of Constables being reduced to 4, 2 from each party.

First Selectwoman Kupchick joined the meeting to discuss streamlining the budget process. First Selectwoman Kupchick said the process is repetitive and would like to see joint hearings beginning in March with all Town Bodies at the same time. There was debate on whether or not the different Boards would be able to ask questions relating to the budget and concern that the meetings would be too long if all three Boards were to ask questions. After the initial presentation, the Boards could ask questions during their deliberations and before they vote. Attorney Mednick suggested that instead of the full RTM attending the joint meetings, it

should just be a budget committee. After a lengthy discussion, the Commission agreed to a tripartitive budget presentation.

The Commission then went back to the discussion of the RTM. The BOF would stay at 9 members and the Constables at 4. Commissioner Iacono reminded the Commission that at the last meeting, the RTM was reduced to 10 districts with 3 members each to make it a 30 person RTM and also have Minority Representation. Commissioner Mitola respectfully disagreed with Minority Representation saying the citizens should be able to elect who they want regardless of party. The other Commissioners were in favor of Minority Representation. Commissioners Iacono and Mitola will speak with Attorney Mednick about the Board of Education.

Town Attorney James Baldwin would like to see a change in language and policy regarding approving contracts. Attorney Baldwin said provisions with appropriations already approved would not need BOS approval, but will follow all other requirements and be put before other Boards. Attorneys Mednick and Baldwin will discuss the language.

The term of the CAO (Chief Administrative Officer) or Town Administrator was discussed as well as the duties and hiring requirements of that person.

Action Item #4 was reviewed. This document is also available in the online backup and contains Articles 7, 8 and 9. Article 8 will need to include a Town Administrator, Chief of Staff and the changed number of Constables. Also requested was the distinction between classified/union positions and unclassified appointees. There was also a discussion about terms for department heads and whether they should be classified/unclassified.

V. **Next Steps**

The next meeting will include Boards & Commissions. The Commission will also need to discuss how many meetings should be scheduled with one including a public hearing and the last one being the transmittal to the BOS. Attorney Mednick will try to get someone from the BOE at the next meeting.

VI. **Adjourn**

Chair Bryan Cafferelli adjourned the meeting at 8:01pm.

Respectfully submitted,

Pru O'Brien  
Recording Secretary