

Charter Revision Commission Organizational Meeting
Wednesday, September 22, 2021
7:00 p.m.
Via Webex
Fairfield, CT

A recording of this meeting can be found here: [youtube.com/watch?v=h3e2plWDP6c](https://www.youtube.com/watch?v=h3e2plWDP6c)

MINUTES

MEMBERS PRESENT: Marlene Battista, Chris Brogan, Bryan Cafferelli, Jay Gross, Pamela Iacono, John Mitola, John Wynne

OTHERS PRESENT: Selectman Tom Flynn, Town Attorney Jim Baldwin, Attorney Steven Mednick

I. Call to Order – Selectman Tom Flynn

Selectman Flynn called the meeting to order at 7:06pm. Pamela Iacono led the Pledge of Allegiance.

II. Roll Call and Introduction of Commission Members and Counsel – Selectman Flynn

Selectman Flynn asked the members to introduce themselves and talk about their experience on boards and committees in the town previously.

III. Election of Officers – Selectman Flynn Presides Through Election of Chair

A. Nomination and Election of Chair.

Pam Iacono nominated Bryan Cafferelli as Charter Revision Commission Chair. John Mitola seconded the motion.

The motion carried unanimously.

B. Nomination and Election of Vice Chair.

John Mitola nominated Chris Brogan as Charter Revision Commission Vice Chair. Pam Iacono seconded the motion.

The motion carried unanimously.

C. Nomination and Election of Secretary.

Pam Iacono said she spoke with Town Attorney Jim Baldwin to nominate a Recording Secretary. Attorney Baldwin said this could be done. Pam Iacono nominated Pru O'Brien as Charter Revision Commission Recording Secretary. John Mitola seconded the motion.

The motion carried unanimously.

Charter Revision Commission Officers

Chair – Bryan Cafferelli

Vice Chair – Chris Brogan

IV. Overview of Law of Home Rule, Freedom of Information, Robert's Rules and Municipal Charters: Attorney Steve Mednick

Attorney Mednick introduced himself and reviewed his presentation for the Fairfield Charter Revision. This presentation is included in the backup online, as well as in the Webex recording of the meeting. He explained the process of the Charter Revision:

- Creation and appointment of CRC
- A non-partisan activity – not more than one-third can hold other public office in the municipality and no majority of one political party
- Two required public hearings: at the outset and at the conclusion
- Work plan formulated and executed at public meetings from September 2021 through May 2022.
- Submission to the BOS through a public hearing within 45 days of receipt of proposed revision.
- Action by the BOS within 15 days of the hearing.
- If no recommendations and CRC revisions are approved, the report is final and the CRC is finished.
- If there are recommendations, the CRC confers with the BOS and has 30 days to act.
- Final action by BOS within 15 days of receipt from CRC and whether the referendum shall proceed in November 2022.

Attorney Mednick said he will be available at all Charter Revision Commission meetings and will, from time-to time, invite government officials from other towns and other experts on municipal government to attend and discuss matters before the commission. He will offer legal advice, research and participation in workshops as well as facilitate deliberations and interactions.

V. Discussion and Approval of 2021 Meeting Schedule, Including Selection of Date of Initial Statutory Public Hearing

Jay Gross made a motion to have the next statutory meeting on Wednesday, October 6, 2021, at 7:00pm. John Mitola seconded the motion.

The motion carried unanimously.

The first statutory meeting will be held on Wednesday, October 6, 2021, at 7:00pm. At that meeting, the regular schedule will be determined.

VI. Further Discussion and Questions – Members

John Wynne said he will look into other social media outlets to get the word out to the public about the meetings.

VII. Adjourn

Marlene Battista made a motion to adjourn. John Wynne seconded the motion. The meeting adjourned at 8:17pm.

Respectfully submitted,

Pru O'Brien
Recording Secretary