

Charter Revision Commission Meeting
Thursday, October 14, 2021
6:30 p.m.
Via WebEx
Fairfield, CT

A recording of this meeting can be found here: [youtube.com/watch?v=wzytNb5-e2g](https://www.youtube.com/watch?v=wzytNb5-e2g)

MINUTES

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

MEMBERS ABSENT: Jay Gross

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

- I. **Call to Order.** Chairman Bryan Cafferelli called the meeting to order at 6:30pm.
- II. **Roll Call.** Recording Secretary Pru O'Brien took the roll call. Jay Gross was the only member who was not present.
- III. **Informal Item: Public Email Comments (Posted on CRC Webpage).** Mr. Cafferelli went over the new email address and the way emails received are processed and logged. Mr. Cafferelli also told the public that there will be another public hearing at which they will be able to speak to the commission, after the CRC meets with the other groups from the town.
- IV. **Approval of minutes.** (A) September 22, 2021 and (B) October 6, 2021. Chris Brogan made a motion to amend the 9.22.21 minutes by adding a link to the meeting recording. John Wynne seconded the motion.

The motion carried unanimously.

John Mitola made a motion to approve the amended minutes of 9.22.21 and the minutes as presented of 10.6.21. Marlene Battista seconded the motion.

The motion carried unanimously.

- V. **Meeting with Department Heads and Other Appointed Officials pertaining to the effect of the Charter on Town operations.** Mr. Cafferelli opened the meeting to hear comments/suggestions from Department Heads and Appointed Officials.
 - Elizabeth P. Browne, MMC, MCTC, Town Clerk - comments read are attached at the end of the minutes.

- Sarah Roy, Chair – Fairfield Bike & Pedestrian Committee (“FBPC”) - The FBPC was formed in 2014 by the BOS, but they are not in the charter. Ms. Roy would like to recommend putting the FBPC into the charter. She will review charter and send an email.
- Julie DeMarco-Director of Social Services - Recommends changing Charter §10.16.A from *handicapped* and *handicapped persons* to *aging and Social Services* in both sentences where mentioned below.

A. Members and terms. The Human Services Commission shall consist of nine members appointed by the Board of Selectmen, not more than five members of whom shall be registered with the same political party. Members shall have terms of four years which shall be staggered so that no more than four terms expire in one year. The Human Services Commission shall have members representing the interests of the aging and *the handicapped* and may form its own committees with additional persons to assist and advise the Human Services Commission in matters which concern the conditions and needs of aging and of *handicapped persons*.

- Becky Bunnell - Chair, Flood & Erosion Control Board - Ms. Bunnell said the FECB will be finalizing and voting on a formal statement to submit to the CRC, at the next FECB meeting on Tuesday. Some of the items will be a change to the board name to include the word *Resiliency*, as recommended by the state. Adding 2-3 more members to the board and slightly expanding responsibilities of the FECB to better align with the state statute listed in the town charter.
- Henry Yoon - Chair, Board of Health - Dr. Yoon would like to make some changes to Charter §9.20 C Board of Health Powers and Duties as well as §10.9 Board of Health and Public Health Department. He said there is a broad scope of involvement with the Director of Health. The BOH is meeting soon to get some input and bring back language to make “*licensed health professional*” be more specific.
- Becky Bunnell-Chair, Flood & Erosion Control Board- Ms. Bunnell had comments regarding Task Forces. Ms. Bunnell wondered if permanent task forces would be added to the charter going forward. John Mitola said the BOS creates a task force and there is no intent to make them permanent. Attorney Mednick recommended looking at all the boards and commissions and determine the importance of them. Task Forces are usually temporary, and he hasn’t seen one in a charter. The actual process is governed by a charter but is not part of the charter. Ms. Bunnell also mentioned that Solid Recycling and Waste is in the town code, but not in the charter. She asked for clarification between the town code and town charter. Town Attorney Jim Baldwin said according to the town charter, the BOS can create advisory boards, commissions, and committees, as well as task forces. The BOS can eliminate them too. Attorney Baldwin also said Solid Waste and Recycling was created by an ordinance, so it doesn’t have to be in the charter. An ordinance is more flexible if subject to change. The charter would make that much less flexible. The guidelines on operations are in the charter.

- Town Attorney Jim Baldwin referred to Charter §9.4- Assistant Town Attorneys and suggested it be removed altogether or at least be addressed by the commission as it is antiquated.

Pam Iacono suggested that if there is another session with department heads and elected officials, to please email what they will present ahead of time so the CRC is prepared, can take notes, and ask questions. Ms. Iacono also asked about the upcoming meeting dates and what is happening at the meetings. Attorney Mednick will update the list to reflect the subject of the meetings ahead. He also explained the breakdown of colors on the comment grid. As emails come in, he will update the grid and send it out before the next meeting. The grid will always be part of the backup documents as will the emails sent in to the CRC email address.

VI. Adjournment

Pam Iacono made a motion to adjourn. Marlene Battista seconded the motion.

The meeting adjourned at 7:36pm.

Respectfully submitted,

Pru O'Brien
Recording Secretary