

**CHARTER REVISION COMMISSION**  
**Regular Meeting**  
**December 9, 2021**  
**6:30 PM**  
**Via Webex**  
**Fairfield, CT**

**MINUTES**

A recording of this meeting can be found here: [youtube.com/watch?v=IOaF\\_oYI-YA](https://youtube.com/watch?v=IOaF_oYI-YA)

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

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

- I. Call to Order  
Chair Bryan Cafferelli called the meeting to order at 6:30pm.
- II. Roll Call/Pledge of Allegiance  
Recording Secretary Pru O'Brien took the roll call. Mr. Cafferelli led the Pledge of Allegiance.
- III. Information Item: Public Email Comment (Posted on CRC Webpage)  
Mr. Cafferelli thanked the public for their suggestions and stated that the emails sent to the Charter Revision Commission are available to the public on the CRC webpage.
- IV. Approval of Minutes: November 8, 2021 and November 16, 2021

John Mitola asked to strike a sentence in the minutes from 11/16, page 3 in item 4, "and elected by the people" as it was not what he had stated at the meeting. Vice Chair Chris Brogan asked that some items regarding the preamble and constables be added to the minutes as part of the discussion: *The Commission discussed whether a preamble should be added to the Charter. The consensus of the Commission was not to add a preamble. And, The Commission discussed whether the provision for Constables in Section 1.4(A) is required. Attorney Mednick will research this question.*

John Mitola made a motion to approve the minutes of 11/8/21 as written and 11/16 as amended. Chris Brogan seconded the motion.

The motion carried unanimously.

- V. Election of 2022 Officers – Chair, Vice Chair and Secretary

Pam Iacono made a motion to nominate Bryan Cafferelli - Chair, Chris Brogan – Vice Chair and Marlene Battista – Secretary. Chris Brogan seconded the motion.

The motion carried unanimously.

Charter Revision Commission 2022 Officers

Bryan Cafferelli - Chair  
Chris Brogan – Vice Chair  
Marlene Battista – Secretary

VI. Commission Discussion and Action: Issues Tracking Chart and Work Plan

Attorney Mednick went through his backup documents (available on the CRC webpage as well as the Agendas and Minutes section on the town website) While reviewing the schedule for 2022, he suggested starting the meetings going over the budget process so people would understand how it is done. Town Attorney Jim Baldwin agreed and thought it would be a good segue to go into Town Governance. These are the most important issues. Attorney Mednick would like to restructure the charter for the January 13<sup>th</sup> meeting. He will not change wording but he will put references in every section and will note things that need to be changed or addressed. He would also like those involved in the budget to speak at the January 13<sup>th</sup> meeting and will ask the CFO to attend. John Mitola suggested inviting Chris DeWitt who is a member of the Board of Finance and is the chair of their Budget Subcommittee. Both Pam Iacono and John Mitola are elected officials on other boards dealing directly with the budget.

There will be three scheduled meetings regarding Town Governance with the possibility of a fourth. If anyone is interested in other types of government, Attorney Mednick will bring people from different towns with different structures of government. The public will learn about the different forms of government as well and there will be public hearing and comment scheduled after those meetings.

In the meetings following, he will try to get 8-10 topics per session.

Attorney Mednick will reorganize the Work Plan and send it out to everyone. At the January 13<sup>th</sup> meeting he will present the document and have public comment for the first hour and then go into the budget process. Public comment at the January 13 meeting will be focused on the Work Plan only.

VII. Approval of 2022 Regular Meeting Schedule

The 2022 meetings will take place on the second and fourth Thursdays at 7:00pm via Webex, as unanimously adopted by the Charter Revision Commission.

The 2022 meeting dates are as follows:

January 13 & 27  
February 10 & 24  
March 10 & 24  
April 14 & 28  
May 12

There will be public comment sessions posted. The public should refer to the website for updates and meeting topics.

VIII. Adjourn

Pam Iacono made a motion to adjourn. Marlene Battista seconded the motion. The meeting adjourned at 8:22pm.

Respectfully submitted,

Pru O'Brien  
Recording Secretary