

**Brookfield Charter Revision Committee**  
**DRAFT MEETING MINUTES** APPROVED 02 02 12  
**Thursday January 19, 2012, 7:00 p.m.**  
**Selectman's Conference Room (2<sup>nd</sup> Floor), Brookfield Town Hall**

Chairman Miller convened the meeting at 7:02 p.m. and established a quorum of members.

Present: Chairman L. Miller, Vice Chairman J. Park, Secretary D. Miles, G. Dembowski,  
R. Jaffe, S. Martone, P. Scalzo

Absent: M. Labadia, D. Propper

Also Present: Recording Secretary D. Cioffi

**1.0 Public Comments (15 minutes)**

*No one present.*

**2.0 Correspondence.**

Chairman Miller noted email from H. Lasser and B. Davidson which were entered into the meeting Minutes of January 5, 2012. He indicated that another email was received from Mr. Lasser, which was also entered into the record for tonight's meeting. The email was reviewed, and the Commission offered the following responses, corresponding with questions listed by number on Mr. Lasser's email, as follows:

- 1) The Commission agreed that this is a grammatical issue, and hoped that Attorney Grogins would address this in his review, as he is aware of Mr. Lasser's comments.
- 2) With regard to the comments concerning C4-3, Commissioner Jaffe explained that the elected officials must be sworn in and sign the ethics validation prior to the meeting. The Commission also agreed that the practice of administering the oath has not occurred at the Monday meeting. Secretary Miles noted the section that discusses the requirement of signing the ethics form. The Section will be changed to read, "Having been sworn in prior to the meeting, the newly elected Board of Selectmen shall meet on the first Monday in December." All other sentences in that section except the last one will be deleted.
- 3) With regard to Mr. Lasser's question concerning C5-3, the Commission agreed that this is a technical question, for the Town Attorney's review.
- 4) There is no significance to the indentations mentioned by Mr. Lasser.
- 5) The Town Manager position is a "hire at will/fire at will" role. This is not a Charter issue.
- 6) It was noted that it is clear that the appointments in Article VI are made with the approval of the Board of Selectmen, per C.6-11(c).
- 7) Commissioner Jaffe explained the budget preparation process and there was discussion regarding the role of the Town Manager. Section C8-2 of the current Charter was

reviewed and the role of the Town Manager was added, as the Commission deemed appropriate. It was suggested that Mr. Hart of Mansfield review this portion.

Chairman Miller noted that Attorney Grogins would be at the first meeting after the public hearing.

There was discussion regarding how the changes would be presented at the public hearing, and what would occur after that point. It was noted that the Board of Selectmen may make changes prior to its hearing. Vice Chairman Park and Chairman Miller suggested that the CRC present the Charter Revision recommendations to the Board of Selectmen at a special meeting, and not at a Board of Selectmen regular business meeting.

### **3.0 Review and Accept January 5, 2012 Meeting Minutes.**

Secretary Miles corrected the heading on the Minutes of the January 5, 2012 and filed the revised version today.

**Commissioner Scalzo moved to approve the Minutes of the January 5, 2012 meeting. Commissioner Martone seconded the motion, and it carried, 6-0-1, with Vice Chairman Park abstaining.**

### **4.0 Review PowerPoint presentation for the January 26<sup>th</sup> public hearing.**

Chairman Miller indicated that he would not be in attendance at the public hearing due to a professional commitment. The slides will be completed prior to the hearing. Vice Chairman Park will present with the assistance of other Commission members. It will begin with the historical background, the three categories of changes that are being proposed (form of government, fiscal, legal/technical). Following this introductory portion, Mr. Hart will make his presentation.

The public hearing will not be televised.

Chairman Miller will work on the final draft of slides this Saturday.

Upon reviewing the slides, it was noted that not only has the population of Brookfield more than doubled since the first Charter in 1975, while the budget has increased from \$5.7 million at that time to over \$50 million.

Chairman Miller will add a slide providing the rationale for the Town Manager recommendation, and a slide introducing Mr. Hart.

There was discussion regarding if there should be more information presented about what is *not* being changed. A portion of the Press Release that discusses the Town Meeting form of government will be added to Slide 3.

There was discussion regarding the proposed increase in the number of members on the Board of Selectmen relating to the current quorum issues, as well as a desire to increase representation for the growing population. The CRC reviewed the recommendation that the First Selectman run for that position only, with the losing candidate not having a spot on the BOS.

*A brief recess was taken from 8:08 p.m. through 8:14 p.m.*

Various Commission members will handle different portions of the slide presentation at the public hearing.

Proposed changes in fiscal thresholds, voter quantity requirements and the non-binding advisory question will be additional slides in the presentation.

Copies of the Power Point presentation will be available at the public hearing. The technical changes, after attorney review, will be available when the recommendations are presented to the Board of Selectmen.

The steps in the Charter Revision process that will follow the public hearing will also be noted for the public.

## **5.0 Open Discussion**

No additional discussion.

## **6.0 Public Comments (15 minutes).**

*No one present.*

## **7.0 Adjourn.**

Vice Chairman Park moved to adjourn the meeting at 8:49 p.m. Commissioner Martone seconded the motion, and it carried unanimously.

**\*\*Public Hearing to be held January 26, 2012 at 7:00 p.m. Whisconier Middle School Seminar Room\*\***  
**\*\* Next Regular Meeting at 7 p.m., February 2, 2012 \*\***