

WINDHAM CHARTER REVISION COMMISSION

WINDHAM TOWN HALL
979 Main Street, Willimantic, CT
THURSDAY, APRIL 3, 2014 7:00 PM

Respectfully submitted by Janet Laukaitis, Clerk of the Charter Revision Commission

Attendees: Dennis O'Brien, Doug Lary, Jan-Maya Schold (left at around 8 p.m.), Victor Rayhall, Chuck Pennewill, Priscilla Root, Richard Bloomer, and MaryLou DeVivo.

1. Call to order: Dennis O'Brien called the meeting to order at 7:04 p.m.
2. Citizens and Delegations (3 minutes, related to Charter, Commissioners may ask questions or seek clarification): Mary Lou DeVivo appeared before the commission to stress the need to not try to guess what voters will want, but just revise the Charter as they see fit..
3. Discussion and Possible Action to Approve Minutes for March 20, 2014: Victor Rayhall made a motion to accept the minutes, seconded by Priscilla Root: motion passed unanimously.
4. Chairman's Report: Dennis O'Brien reviewed the discussions of the last meeting and stressed that the section of the Town Charter that addresses the budget process is of the utmost importance.
5. Continued Commissioner discussion and possible action related to Items 1-7, but for number 4, of Resolution 2595, using Commission Vice-Chair Doug Lary's tool/document as a guide: Chairman O'Brien distributed draft changes he would like to see made to the Budget Process section of the charter as previously revised by Jan-Maya Schold and Doug Lary and then fine-tuned by the Commission.

FISCAL YEAR: Commissioners discussed the reinstatement of reference to the Willimantic Service District to the budget sections of the Charter in Chairman O'Brien's draft revision. Jan-Maya Schold stressed the need to eliminate the service districts from this section and the Charter and to have a special addendum to the Charter which addresses the service districts. After much discussion among all commissioners, it was agreed to omit the service districts from the budget process section and substitute two taxing districts for the service districts. Accordingly, "and the Willimantic Service District" was deleted from the first line of the Chairman's redraft. One taxing district is of course already in place in the Windham villages. After an intense discussion it was agreed that a new Willimantic Taxing District would replace the service district, and be governed by the duly elected members of the Town Council representing the Willimantic district, and that the district budget would be developed without the involvement of the Windham Board of Finance, just like it is done in the Windham Taxing District. Chairman O'Brien agreed to draft a proposal based on a prior draft by Commissioner Schold. Other actions made by the Commissioners regarding the Chairman's redraft of the Budget Process sections were as follows:

PRELIMINARY BUDGET ESTIMATES: Commissioners agreed to change "shall include" to "may include" in the second sentence of this section (line 4)..

DUTIES OF THE TOWN MANAGER ON BUDGET: In the second section, Commissioners agreed to the phrase "As a part of" to replace "in addition to" as previously recommended by Commissioners Schold and Lary.

DUTIES OF THE TOWN COUNCIL ON BUDGET: Commissioners agreed to leave this section as written.

DUTIES OF THE BOARD OF EDUCATION ON BUDGET: Commissioner agreed to leave this section as written.

DUTIES OF THE BOARD OF FINANCE: Commissioners agreed to remove the phrase “and Service District” from the second paragraph. The remaining changes will remain as presented by the Chairman.

ANNUAL BUDGET MEETING: Changes were approved: changing “cause” to “post” in the third sentence (5th line) and “voter” to “tax payer” in seventh sentence (15th line).

Chairman O’Brien agreed to write up the above changes for the next meeting and initiated continued discussion of upcoming meeting dates. Tentative schedule of remaining meetings:

April 10, 2014: Regular meeting

April 17, 2014: No meeting

April 24, 2014: Regular meeting at Windham High School

May 1, 2014: Special meeting; location to be determined.

May 8, 2014: Regular meeting; must have draft done.

May 15: No meeting; Third Thursday

May 22, 2014: Regular meeting at High School; may be Public Hearing;

May 29, 2014: Final meeting; submission of Final Report the next day.

Commissioners moved to the ‘tool/document’ developed by Doug Lary.

#020source: CTOWpg1. Chapter 1 General Provisions, 1-1 DEFINITIONS, sentence 7 and voting table: Handled at previous meeting. A majority of Quorum of 7 passes any vote , except that any recused councilor does not count regarding the quorum, though abstainers do count as having voted to abstain.

#064source: CTOWpg3, Chapter III ELECTIONS, III-3, MINORITY PARTY PRESENTATION, first half of single sentence: No change needed.

#088source:CTOWpg3, Chapter III ELECTIONS, III-7,VACANCIES, first sentence: Commissioners agreed possible changes are to have an alternate serve, leave position vacated, or hold a special election. Chairman O’Brien may bring a different version of this item to a future meeting.

#092source:CTOWpg3&4, Chapter III ELECTIONS, Chapter III-7, VACANCIES, paragraph 1 all but first sentence: Commissioners agreed to continue to work to address issues caused by elected Bottom Line candidates who are register members of a different political party.

#117source: CTOWpg4 Chapter III ELECTIONS, Chapter III-7, VACANCIES 3^d paragraph sole sentence: Commissioners agreed to combine this with #092 source above.

#208source: CTOWpg6, CHAPTER V-3. GENERAL POWERS AND DUTIES OF THE TOWN COUNCIL, first sentence: Commissioners agreed to change, at the end of the sentence, the words “Town Council” to “Town Meeting”.

#246source: CTOWpg7, CHAPTER V., V-4, PROCEDURES, fourth sentence: Commissioners agreed to change this to comply with #020source, above.

#746source: CTOWpg24 CHAPTER XI. THE TOWN MEETING,XI-I. ANNUAL AND SPECIAL MEETINGS.: Commissioners agreed to change “Board of Selectmen” to “Town Council”.

#875source: CTOWpg28 XIII. TRANSITION AND MISCELLANEOUS PROVISIONS. XIII-11. EFFECTIVE DATE, sentence 1: Commissioners agreed to revisit this item at a later date.

#880source: CTOWpg28 XIII. TRANSITION AND MISCELLANEOUS PROVISIONS. XIII-11. EFFECTIVE DATE, sentence 2: Commissioners agreed to delete this item.

#888source: CTOWpg28 XIII. TRANSITION AND MISCELLANEOUS PROVISIONS. XIII-11. EFFECTIVE DATE, sentence 3: Commissioners agreed to delete this item.

#891source: CTOWpg28 XIII. TRANSITION AND MISCELLANEOUS PROVISIONS. XIII-11. EFFECTIVE DATE, sentence 4: Commissioners agreed to delete this item.

#903source: CTOWpg29 Additional Proposed Charter Revision, 7/30/07, sentence 5&6:
Commissioners agreed to delete this item.

Commissioner Chuck Pennewill requested discussion, at a future meeting, of whether a person could serve on two town boards.

6. Citizens and Delegations (3 minutes, related to Charter, Commissioners may ask questions or seek clarification): Citizen Mary Lou DeVivo complimented Doug Lary on his creation of the "tool" being used in this process.
7. Adjournment: Doug Lary made a motion to adjourn, seconded by Chuck Pennewill. Motion carried unanimously. Meeting adjourned at 8:58pm.