

**WINDHAM CHARTER REVISION COMMISSION  
SPECIAL MEETING  
WINDHAM TOWN HALL  
979 Main Street, Willimantic, CT  
THURSDAY, MAY 15, 2014 8:00 PM**

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

**Attendees:** Members Dennis O'Brien, Doug Lary, Victor Rayhall, Chuck Pennewill, Priscilla Root, and Pamela Shorey. Other attendees: Marylou DeVivo

1. Call to order: Chairman O'Brien called the meeting to order at 8:03 p.m..
2. Citizens and Delegations (3 minutes, related to Charter, Commissioners may ask questions or seek clarification): None
3. Discussion and Possible Action to Approve Minutes for May 15, 2014: Correct minutes to show that the May 15, 2014 session was a regular meeting, not a special meeting. Moved by Commissioner Pennewill and Seconded by Commissioner Lary to approve minutes of May 15, 2014 meeting, with amendment. Motion Carried.
4. Chairman's Report: Chairman O'Brien reminded the commission that the next meeting of this commission, 5/22/14, will include a public hearing. The Public Hearing will be held on May 22, 2014 at 7:30 pm, at Windham High School, Media Room. Chairman O'Brien and Commissioner Lary will attend the Town Council meeting on Tuesday, May 20, 2014 to present the draft of the Charter to the Town Council. Commissioner Shorey requested to have a summary of the draft Charter prepared and presented to the press.
5. Commissioner Discussion and action related to the Draft Charter prepared by Commission Chairman in response to commission action and consensus: Chapters I to the end (Chapter XIII). Copies of the Draft Charter as revised had been emailed to all commissioners and were available for public review. Commissioners began review of the draft as follows.

**Page 2, I-1 – Definitions, Paragraph 2:** It was agreed to make a correction to remove the duplication of the word "any" from this paragraph.

**Page 4, Chapter III-2 –Voting Districts, Paragraph 1:** After some discussion, it was agreed to change" the word "must" to "may" and in the second sentence, change the word "shall" to "may" regarding in which voting district a person owning property in both districts may vote, but only once.

**Page 4, Chapter III-3 – Minority party representation:** There was discussion of this section, for clarification. It was agreed to change ~~Service Districts~~ to Taxing Districts.

**Page 5, III-7 – Vacancies:** The second sentence of this section was amended to read "When the person vacating the office shall have been elected as a member of a political party, such vacancy shall be filled by the ~~appointment of a member~~ town committee of the same political party who may select any elector of their choice regardless of political party affiliation."

**Page 6, IV-1 – General powers and duties:** For clarification, it was agreed to amend the second sentence to read: "No elected official shall hold more than one local elected office at one time."

**Page 12, Va-1 – Appointment:** It was agreed to remove the phrase "for an indefinite term" from the first sentence regarding the contract of the town manager..

**Page 22, IX-4 – Preparation of service district budgets.:** It was agreed to make the correction of service district to Taxing District in the title and the first sentence of this section.

Moved by Commissioner Pennewill and Seconded by Commissioner Lary to approve this draft of the Charter and ask the Chairman and Vice-Chairman to make the changes proposed at tonight's meeting and provide copies to the press. Motion Carried Unanimously.

The next meeting of this commission will begin with a public hearing at 7:30 pm, May 22, 2014 at the High School, in the Media Room.

6. Citizens and Delegations 3 minutes, related to Charter, Commissioners may ask questions or seek clarification): None.
7. Adjournment: Moved by Commissioner Pennewill, seconded by Commissioner Lary, to adjourn the meeting at 9:12. Motion Carried.