



Town of Burlington

CHARTER REVIEW COMMITTEE SPECIAL MEETING MINUTES Wednesday, June 17, 2020 – Teleconference

1. **Call Meeting to Order:**

The meeting convened at 7:38 p.m., Wednesday, June 17, 2020. Present were: Dave Goshdigian, Chairman, Tony DiNicola, Vice Chairman, Toni Vosburgh, Secretary, Barry Faticoni and Laurie Gara, members, as well as JP Parente and Jeff Vosburgh, alternates. First Selectman Ted Shafer was also in attendance.

2. **Citizen Comment:** There was no citizen comment.

3. **Brief Review of Section:**

a. Section 1-5: Use of Pronouns – The committee would like to document in the draft proposal that we looked at this section but felt language was sufficient and no changes were needed.

b. Section 2-5: Vacancies in Elected Office – The committee agreed the wording currently in the draft was sufficient since there was a previous vote to have the appointee serve until the end of term.

c. Section 3-3: Board of Selectmen – The committee agreed to keep language as proposed in draft.

d. Section 4-1: Board of Selectmen – The committee agreed to the language as proposed in draft and to not reference section 7-8.

e. Section 5-10: Library Board of Directors – The committee would like to note that we unanimously agree with the Board of Selectman recommendation that number of Directors should be less than nine, however, we believe the Town Attorney needs to weigh in to determine if lessening the number would violate any state statutes. The committee also supports changing the language to state that the Board of Directors function is to advise the Library Director and not act as Directors themselves.

f. Section 5-15: Regional Planning Agency Delegates – The committee would like to update language in the draft proposal to read “Delegates for regional planning agency shall be appointed in accordance with CT general statutes.” The reason for updating the language instead of deleting the section is to allow the charter to be flexible for any future changes in CT statutes that regional planning agency delegates would be subject to.

g. Sections 5-21 through 5-23: Town Clerk, Tax Collector and Assessor – The committee agreed to propose deleting these sections as all of these positions are now part of the Collective Bargaining Unit and cannot be appointed. During this section the committee also discussed taking out the prior approval language that was originally proposed in this section since it has been accounted for in the finance section. The committee discussed possible adding “consultants” to the finance section for clarification.

h. Sections 6-2 and 6-3: Compensation and Collective Bargaining – The committee discussed changing language to read that the Board shall determine compensation for any paid elected official and all employees not subject to CBA to account for Town Treasurer and remove Directors from definition since they are ultimately Town Employees.

i. Section 7-2: Preliminary Budget Estimate – The committee removed this section as the original proposal to move to a zero based budget was discussed with the Board of Finance and ultimately was decided that it wasn't a reasonable change.

j. Section 7-5: Duties of the Board of Finance on the Budget – The committee agreed that it was important to state our reasoning behind these changes. First Selectman Shafer suggested adding language for Board to review and recommend.

k. Section 7-7: Municipal Reserve Fund – Toni V. to incorporate changes from last meeting and add to draft report for committee review.

l. Section 7-8: Expenditures and Accounting – Toni V. to incorporate changes from last meeting and add to draft report for committee review

m. Section 7-10: Auditors – The committee discussed changing language to specify that the auditor appointment should go out to bid every 3 years/ when current contract is up.

n. Section 8-4: Procedure – The committee agreed that sign posts are not specified in the Charter, no changes needed to this section.

o. Section 8-6: Actions Requiring a Town Meeting – The committee discussed simplifying language in bulletin b to correspond to Section 7-7.

p. Chapter 9: Town Employees – The committee agreed to language as is in the draft.

q. Section 10-2: Code of Ethics – Barry F. and Chairman Goshdigian to draft language to add to draft report for committee review.

4. New Business: None.

7. Review of Timeline for Public Hearing on Draft Report:

The committee agreed to hold a special meeting next week to finalize any outstanding items. Dave to review all meeting minutes to identify the remaining outstanding items. The committee also discussed the best time to send questions/draft to the Town Attorney for review. With respect to keeping the timeline for public hearing, the committee felt it would be best to send after public hearing. It was also noted to simplify language in the beginning of the draft proposal and change “commission” to “committee” throughout.

8. Adjourn:

Motion made (TD), seconded (BF) and passed unanimously to adjourn meeting at 9:18 PM.

Respectfully Submitted,

Toni Vosburgh
Secretary, Charter Review Committee