



TOWN OF KILLINGLY

TOWN MANAGER'S OFFICE

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TOWN OF KILLINGLY CHARTER REVISION COMMISSION

**Notice of Special
Wednesday, March 20, 2019
6:30 p.m.
Town Meeting Room
172 Main Street
Killingly, CT**

Commission Members:

Donald Aubrey	Elizabeth Hayden
Teresa Barton	Dan Rovero
Jonathan Blake	Keith Thurlow
Benjamin Chase	

MINUTES

1. Call to Order by Chair, Elizabeth Hayden at 6:38 p.m.
2. Roll Call: T. Barton; D. Aubrey; B. Chase; D. Rovero; J. Blake; K. Thurlow; E. Hayden.

Also Present: Mary Calorio, Town Manager; Kevin Kerttula, Town Council Liaison; Paul Hopkins, Assistant Town Manager (seated in audience).

3. Citizen Participation – None.
4. Adoption of Minutes: January 16, 2019 – Error (incorrect Minutes were placed on the Agenda for adoption).
5. New Business:
 - a) Discussion of Chapter 9 through 12

Chapter 9

- There was discussion regarding Fire Department (Section 901) – No Changes.
- Sections 903 through 909 – There was discussion and there was a recommendation to bullet point and list the job titles without including job descriptions as previously discussed for commissions. The following language to remain, “May be appointed or removed with the advice and consent of Council and in accordance with the provisions of Section 603,” to remain.
Ms. Calorio will draft language for review by the Commission.

There was discussion regarding the Director of Public Works position. Ms. Calorio explained that the title would not be removed.

- Mr. Chase suggested that language be added regarding transparency where money is concerned. He referenced a program called “Open Connecticut.” He is still researching this program which he explained is a live program. He had done an informal survey of 73 people and all agreed with this idea and he feels that the people should vote on whether they want it or not. There was discussion. Mr. Aubrey explained that there is a software cost and it also requires staff for implementation. Ms. Calorio stated that a full analysis would need to be done, identifying scope and it would need to be put out to bid. Ms. Calorio will research and said that she would have to look at it from a budgetary perspective. This is something that would need to be presented to Town Council for implementation and funding.

There was discussion as to whether this belongs in the Charter.

Mr. Blake suggested that language could be added stating that the Town needs to make every effort to be forthcoming, as FOI can be a process and also as to whether information would need to be digitally available.

- There was discussion regarding Director of Civil Preparedness.

Chapter 10

- Sections 1001 through 1006 – No Changes.
- Section 1007 – Discussion regarding the General Government budget and the Education budget being voted on separately vs. voting on a single Town budget. – No Changes.
- Section 1008 – Discussion regarding the purchase or sale of or interest in real estate for permanent easements. There was a recommendation to increase from \$5,000. – No Changes.
- Section 1009 – There was discussion and Ms. Calorio explained what happens if an emergency were to exceed the \$25,000. – No Changes.
- Section 1012, Item b. – There was discussion and Ms. Calorio explained the process for check disbursement. – No Changes.

Chapter 11

- Section 1101 - Discussion regarding re-implementing a performance evaluation program for non-union staff. – No Changes.

Chapter 12

- Section 1208 – Discussion regarding whether to mandate ten years between Charter Revisions as opposed to five years.

Motion was made by D. Rovero to mandate Charter Revision (Section 1208) every ten years. Second by J. Blake. Motion carried (6-1-0). B. Chase was opposed as he prefers to leave it at every 5 years.

The Commission Members were provided with copies of a sheet containing important dates (timeline) to ensure that the questions get on the November 5, 2019 ballot. The Commission should submit its recommendation during the first week of June to be reviewed at the June 11th Town Council meeting.

The Ordinance Subcommittee will consider a compensation adjustment for Town Council Members (Chapter 5 – Section 501) at its April 9th meeting.

- b) Update of current proposed changes to all chapters to the Town Charter.

Ms. Calorio will review and modify the Charter Revision Activity Sheet 2018/2019 for the proposed Charter changes to date. An updated copy will be sent to Commission Members along with the Agenda for the next meeting.

- c) Discussion in regards to a schedule for the next meeting

The Commission Members will review the updated Charter Revision Activity Sheet 2018/2019. Ms. Calorio will, then, send information to the Town Attorney to review and prepare recommendations to present at another meeting.

There was discussion regarding possibly summarizing/condensing the questions and that the language has to be approved by the State and about possibly providing explanatory text to residents ahead of time.

6. Other – None.

7. Adjournment

Motion was made by D. Rovero to adjourn at 7:46 p.m. Second by D. Aubrey. Motion carried unanimously (7-0-0).

Respectfully submitted,

J.S. Perreault
Recording Secretary