

**Charter Revision Commission  
Regular Meeting  
March 15, 2012  
Municipal Center-Council Chamber**

**Minutes**

**Present:** Daphne Adams, Robert Berube, Robert Cornish, Jo Rosinski, John Gasparini, William Brayne

**Absent:** Robert Michalic

**Staff Present:** Robert Lee, Town Manager, Michael Mastrianni, Town Attorney, Kelly LePage, Transcriber

**1. Call to Order**

The meeting was called to order at 6:00 p.m. by Chairman Cornish.

**2. Meeting Minutes**

**Motion to approve meeting minutes from March 1, 2012 organizational meeting:**

**Mr. Gasparini**

**Second by: Mr. Berube**

**All in Favor 6, All Opposed 0, Motion passed unanimously**

**3. Correspondence**

Letter requesting several changes be made to the Town Charter by Mr. John Kisluk was received.

Commission will act upon it at a later time towards the end of the process.

**4. Old Business**

Tabled Items

Minority Representation

**Motion to take it off the table by Mr. Gasparini**

**Second by Mr. Berube**

**All in Favor 6, All Opposed 0, Motion Passes Unanimously**

A discussion followed regarding minority representation. The Town Attorney stated that by state statute 9-167A, it is mandated that minority representation remain in the Charter. A question arose about why there are two minorities and not one or three. It was brought to the attention that there is a chart within the statute that states the numbers.

Registrar of voters

**Motion to take it off the table by Mr. Gasparini**

**Second by Ms. Adams**

**All in Favor 6, All Opposed 0, Motion Passes Unanimously**

When asked the question, the Town Attorney stated that the Registrar of Voters and Constables do not need to be on the ballot. Statute 9-185, states that both can be appointed by the town as long as the town has an appropriate ordinance.

It was pointed out that only 1 town out of 169 towns, appoint this position. All others elect.

A discussion followed about the position not being chosen by a voting election, but being appointed by their respective party. Party would hold primary if needed.

**Motion to have Registrar of Voters and Constables changed to an appointed position by Mr. Berube.**

**In doing so, a change will be made in the ordinances by the Town Council.**

**Second by Mr. Gasparini**

**All in Favor 6, All Opposed 0, Motion Passes Unanimously**

The Town Attorney pointed out that with the Constables, you can't limit the number. The number can't be more than seven.

Justice of the Peace

The Town Attorney stated that Justice of the Peace needs to be an elected position. The town ordinance states that Plainville shall have thirty. He will look into seeing if there is a conflict between the town ordinance and state statutes.

Leave as a tabled item.

Compensation (Town Council)

**Motion to take it off the table.**

**All in Favor 6, All Opposed 0, Motion Passes Unanimously**

When questioned, the Town Attorney stated that the Charter can be changed to allow compensation. There is no prohibition against it within any statute.

It was discussed that the Town has no ability to give a deduction in taxes.

A discussion followed about the Board of Education and whether they could also receive a stipend. Both the Town Attorney and the Town Manager believed that was not a possibility, but the Town Attorney would look into it.

Town Attorney was asked to research other surrounding towns with similar populations and what they give as compensation.

**Motion to put it back on the table by Ms. Adams.**

**Second by Ms. Rosinski**

**All in Favor 6, All Opposed 0, Motion Passes Unanimously**

Investigation

**Motion to take it off the table by Mr. Gasparini**

**Second by Ms. Rosinski**

**All in Favor 6, All Opposed 0, Motion Passes Unanimously**

Town Attorney stated that language can be changed within this section to make it clearer. He suggested the possibility of adding Board of Education, changing the words 'books and papers' to 'documents,' and change the word 'investigation' to 'inquiry and/or investigation.'

A discussion followed in regards to an individual town council member being able to request information or whether it has to come from the whole town council. It was stated that it would have to be a majority of the council in favor of the request.

It was brought up that it might be a good idea to allow individual town council members to inquire information, but if they feel there was a need to investigate, it should come from the council.

A question arose as to whether they should wait to make changes until it is decided whether the council receives the title as Finance Board.

**Motion to put it back on the table by Mr. Gasparini**

**Second by Ms. Rosinski**

**All in Favor 6, All Opposed 0, Motion Passes Unanimously**

Department of Finance

**Motion to take it off the table by Ms. Adams**

**Second by Mr. Gasparini**

**All in Favor 6, All Opposed 0, Motion Passes Unanimously**

A discussion began about the language under the section Department of Finance, being unclear. It was mentioned that the board has a director, and the Town Council would continue to run as the Board of Finance.

It was mentioned that the Charter Study Committee has contemplated the idea to change the language to combine the financial functions of the town to one department.

A discussion followed as to whether Board of Education would be included. The Town Attorney stated if the commission decided to combine them, he would look up the required language.

**Motion to combine the finance departments for both the Board of Education and Town Budgets by Ms. Adams.**

**Second by Ms. Rosinski**

**All in Favor 6, All Opposed 0, Motion Passes Unanimously**

A discussion followed that the management structure will remain the same, the report accounting aspects will be the ones that change.

Section 8 – Effect of Appropriations

No changes needed to section 8.

## **5. New Business**

Chapter 7 – Town Charter

Section 1 – Fiscal Year

No changes needed to section 1.



Section 2 –Department Estimates  
No changes needed to section 2.

Section 3 – School Budget  
No changes needed to section 3.

Section 4 – Duties of Manager on Budget  
A question was asked whether the Board of Education should follow the same procedure for budget estimates. This question should be directed towards the Superintendent.  
No changes needed to section 4.

Section 5 – Duties of Town Council on Budget  
A discussion followed in regards to whether the Superintendent should report his/her budget.  
It was suggested to leave the language alone because of procedure.  
No changes needed.

It continued with a suggestion to move the public hearing dates earlier in the year so there is more time to allow the necessary changes to occur before the final budget is put to a vote.

A discussion about Capital Improvement Budgets followed, and the language regarding funding being put into it. It continued regarding the funds that are considered abandoned after three years. Those funds that are inactive for three years are then closed.  
The Town Attorney will look into the Land Acquisition Fund Ordinance.

Section 6 – Budget Town Meeting  
Will discuss at the end of the Charter.

Section 7-- Transfer of Appropriations  
A question was asked whether the language would stand for the Board of Education with the other changes made in previous sections. Town Manager states it would.  
It was discussed that the language remains the same. No changes needed to section 7.

Section 8 – Effect of Appropriations  
No changes needed to section 8.

Section 9 – Lapse of Appropriations  
No changes needed to section 9.

Section 10 – Purchasing  
A commissioner asked the question about combining contracting and joint services to save taxpayers' money.  
A change in language was requested to remove some text and insert, 'in response with items and services that are particular to the Board of Education and Library Board.'

**Motion to table by Mr. Berube**  
**Second by Mr. Gasparini**  
**All in Favor 6, All Opposed 0, Motion Passes Unanimously**

Section 11- Purchasing Procedure  
No changes needed to section 11.

Section 12- Payment of Claims  
After discussion regarding language and the combination of departments, the commission agrees to come back and discuss at a later time.

**Motion to table by Ms. Rosinski**  
**Second by Ms. Adams**  
**All in Favor 6, All Opposed 0, Motion Passes Unanimously**

Section 13- Fees Collected by Town Officers and Employees  
No changes required to section 13.

Section 14- Bonding of Officers  
No changes required to section 14.

Section 15- Penalties for Violation of the Provisions of this Chapter  
No change needed to section 15.

Section 16 – Annual Audit  
No change needed to section 16.

**6. Adjournment**  
**Motion to adjourn by Mr. Berube**  
**Second by Ms. Rosinski**  
**All in Favor 6, All Opposed 0, Motion Passes Unanimously**  
**Meeting adjourned at 7:23 p.m.**

**RECEIVED**

APR 11 2012

*Carol H. Buckley*  
TOWN CLERK

**APPROVED**