

MINUTES
Charter Revision Commission
Special Meeting
April 17, 2023
Municipal Center — Room 302

Present: Quinn Christopher, Dan Ciesielski, John Gasparini, Patrick Kilby, Jo Rosinski, Dayna Snell, Anthony Tarascio.

Staff Present: Andy Cirioli, Assistant Town Manager, and Cindy Porrini, Town Clerk

1. Call to Order

The special meeting was called to order at 5:30 p.m. by Chairman Gasparini.

2. Presentation by Town Staff & Town Attorney

All Commissioners received a copy of the email communications from the Town Attorney responding to multiple items the commission requested the Town Attorney to review.

Assistant Town Manager Cirioli explained to the commission this meeting was to review the information and discuss it with the Town Attorney. The suggestion was made to hold off voting at this time until all commissioners had sufficient time to review materials. The commission is scheduled to meet on Thursday, April 20, 2023.

- a. The Commission requested detailed information on recall procedures, and language to review from the Town Attorney. *(No changes suggested by Town Attorney and the commission agreed)*
- b. **Chapter 3, Section 10. Emergency Ordinance** - The current language states "a sum not to exceed \$50,000 per each declared emergency occurrence" The commission is requesting guidance as to what other towns may have in place regarding this policy, and if Plainville suggests amending their Charter to allow the Town Manager more broad power in the event of an emergency, the commission is requesting language from the Town Attorney. *(No changes suggested by Town Attorney and the commission agreed)*
- c. **Chapter 3, Section 13. Removals** - The commission is requesting more information on removal procedures, as well as language to review from the Town Attorney. *(No changes suggested by Town Attorney and the commission agreed)*
- d. **Chapter 4, Section 1. Qualifications, appointment, and tenure.** - The commission is requesting the Town Attorney to draft language for review to provide a "waiver option" for the current residency requirement. *(DRAFT LANGUAGE PROVIDED)*
- e. **Chapter 4, Section 5. Acting Manager** - The commission recommending deleting the current language "The Manager shall designate, with approval of the Town Council, an employee of the Town" and amend to read "The Manager shall designate, with the approval of the Town Council, an Assistant Town Manager or his designee." Town Attorney please review and draft language if necessary. *(DRAFT LANGUAGE PROVIDED)*

- f. **Chapter 6, Section 3. Paragraph B** - The commission recommending deleting the current language "and Deputy Fire Marshal" "and "deputy fire marshals" Town Attorney please review and draft language if necessary. *(No changes suggested by Town Attorney and the commission agreed)*
- g. **Chapter 6, Section 6 Department of Health** - The commission is requesting the Town Attorneys review the language in this section to ensure language is compliant with Regional Health District. Suggest Changes if necessary. *(DRAFT LANGUAGE PROVIDED)*
- h. **Chapter 7, Section 6 Budget Town Meeting** – Town Staff still collecting information as previously requested at prior meeting.
- i. **Chapter 7, Section 12. Payment of Claims.** – The commission is requesting Town Attorney to review this section to clarify. Does the Director of Finance and Town Treasurer currently appoint a deputy? Once reviewed, provide suggested language to amend the charter. *(DRAFT LANGUAGE PROVIDED)*
- j. **Chapter 8, Section 2. The Classified Service.** - The commission is requesting the Town Attorneys review this section and clarify the meaning of this charter section. *(No changes suggested by Town Attorney and the commission agreed)*
- k. **Chapter 10, Section 2. Tenure Rights.** - The commission is requesting the Town Attorneys review this section and clarify the meaning of this charter section. *(No changes suggested by Town Attorney and the commission agreed)*
- l. **Chapter 10, Section 9. Gender** - The commission is recommending revising the current language and requesting Town Attorney draft language for this Charter section. *(DRAFT LANGUAGE PROVIDED)*

3. Adjournment

Motion to adjourn: Commissioner Ciesielski

Second by: Commissioner Tarascio

All those in favor 7, Opposed 0, Motion passed unanimously

Meeting adjourned at 6:28 p.m.

Submitted by,

Cindy A. Porrini, Town Clerk