



Charter Revision Commission

Special Meeting Minutes
January 31, 2023 at 6:30pm
Town Hall Small Conference Room

1. Appoint Commission Chair, Vice Chair and Recording Secretary

The Commission members began the meeting by introducing themselves. There was a discussion about the different roles on the Commission and who would be willing to fill them.

Motion by Mike. Rettger to appoint Kim Welton and Mike Lordi as Co-Recording Secretaries of the Charter Revision Commission. Seconded by Todd Zagorec. Motioned carries 9 to 0.

Motion by Mike. Rettger to appoint Rebecca Mucchetti and Bob Cascella as Co-Chairpersons of the Charter Revision Commission. Seconded by Tom. Lansen. Motion carries 9 to 0.

Motion by Rebecca Mucchetti to appoint Tom Lansen as Vice Chairperson of the Charter Revision Commission. Seconded by Derick. Schirm. Motion carries 9 to 0.

2. Approve meeting schedule

The following topics were discussed

- Timeline of events & obligations
- Public Hearing dates and location
- Location and days for regular meetings
- Scheduling times to meet with other Boards, Committee & Commissions regarding input on Charter revisions
- Flexibility of the timeline given

Bob Cascella motioned to schedule two public hearings for February 11, 2023 at 9:30am and February 13, 2023 at 7:00pm. Mike Rettger second the motion. Motion carries 9-0.

Motion by Bob Cascella to set Thursdays at 6:30 PM from now until June 30, 2023 as the regular meeting schedule of the Charter Revision Commission. Seconded by Mike Lordi. Motioned carries 9 to 0.

3. Appoint liaison to Tom Hennick

For FOI questions, the members can ask Laurie Fernandez, HR Director and Wendy Lionetti, Town Clerk. However, if they do not have the answers Tom Hennick on the FOI Commission should be contacted.

Motion by Rebecca Mucchetti to appoint Todd Zagorec to be the Commission's liaison to Tom Hennick. Seconded by Mike Rettger. Motion carries 9 to 0.

4. General Discussion regarding Charter

The following topics were discussed:

- The voting process for questions on a ballot at a referendum.
- What changes can and cannot be made to the Charter.
- Boards, Committees and Commissions that are appointed vs those that are elected.
- Obtaining voting outcomes for the last Charter Revision Referendum
- Assigning action items.
- Invite Jon Seem, previous chair, to the next meeting to answer questions
- The process for letting the CRC know if you cannot attend a meeting
- The agenda for the next meeting.

Mike Retter moved to schedule two Public Hearings for May 5, 2023 and May 13, 2023. Bob Cascella second the motion. Motion carries 9-0.

5. Questions

- How to let the public know about the Public Hearings.
- Town emails – are they required, what are the security protocols, and will town laptops be issued as well.
- If the meetings are held in the BOS room, will they be recorded.
- Will the Public Hearings be streamed and what are the protocols during the hearings?

Motion to adjourn at 8:37 p.m. by Bob Cascella, seconded by Mike Rettger. Motion carries 9 to 0.

