

**MEETING OF THE KILLINGWORTH
CHARTER REVISION COMMISSION**

Monday, October 3, 2022 7:00 p.m. via GoToMeeting

Members in Attendance: Joanne Gorman, Joan Gay, Casey Jacob, Arjumund Abid, Eric Nunes, Cathy lino and Kathleen Zandi, Char

Members Absent: None.

Visitors (as identified on screen): First Selectman, Nancy Gorski and Clerk, Jamie Sciascia

The meeting was Called to Order at 7:06 p.m. by K. Zandi, Chair

Summary of Public Comment (Joanne):

There was no Public Comment either in email or sent into the Town Hall.

If you would like to submit questions/feedback to the CRC, please send them via email to: Charterrevision@townofkillingworth.com.

First Selectman Gorski will publish in the Krier Newspaper how to get in touch with the CRC if anyone would like to provide feedback and/or concerns. Chair Zandi will give an update to the BOS at their October 24th meeting regarding the work the CRC has done thus far. She will circulate talking points for the Commission's review prior to the meeting.

Approval of Minutes:

Motion #1 - Casey Jacob *Moved* and Joan Gay *Seconded* a motion to accept the Minutes of September 19, 2022 as presented.

Voting to Approve: J. Gay, A. Abid, J. Gorman, C. Jacob, C. lino, E. Nunes, K. Zandi

Motion passed unanimously (7-0-0).

Updates from Working Group #2:

Joan Gay presented Working Group #2's research under Section 5-14(a) Membership in Regional Organizations, Lower Connecticut Regional Valley Council of Governments (RIVERCOG) Regional Planning Committee

Membership consists of a locally appointed member from each municipality's Planning & Zoning Commission, or the Planning Commission where two separate commissions exist, with an alternate appointed by the chief executive of the municipality.

Joan Gay updated the Regional Organization Chart reflecting same. The CRC had a brief discussion about putting "(RiverCOG)" directly after "Lower Connecticut Regional Valley

Council of Governments”. Casey Jacob is listing all the Organizations via Alphabetical order in the Regional Organization table.

Motion #2 - Eric Nunes **Moved** and Chair Zandi **Seconded** a motion to add in “1 representative appointed by P&Z and one alternate appointed by BOS” under Section 5-14(a) Membership in Regional Organizations, Lower Connecticut Regional Valley Council of Governments (RiverCOG) Regional Planning Committee.

Voting to Approve: J. Gay, A. Abid, J. Gorman, C. Jacob, E. Nunes, C. lino, K. Zandi

Motion passed unanimously (7-0-0).

For reference, the above motion follows Motion #3 that was unanimously passed at the September 19, 2022 CRC meeting.

Joan Gay spoke with Town Clerk Dawn Mooney about the Open Space Committee and after some research they found out that the Open Space Committee does have their own Charter dating back to July 2007. The CRC discussed how their Charter was adopted, how they got their authority to write their own Charter and if it is a standing Committee in the Town of Killingworth that belongs in the Charter. Selectman Gorski will ask Elizabeth Disbrow to look at old BOS meeting minutes/Town meeting records circa 2007 to see if there was any action to create this Committee and appoint members. After research is completed, First Selectman Gorski will follow up with Eric Nunes and Arjumnund Abid to see if any further research is needed.

Joan Gay raised for discussion the new Fair Rent Commission (approved at the September 21, 2022 Town meeting). The Fair Rent Commission shall be composed of five (5) members appointed by the Board of Selectmen as follows: two members to serve for a term of four years, two members to serve for a term of three years, and one member to serve for a term of two years. Upon the expiration of each member’s term, members shall thereafter be appointed by the Board of Selectmen to terms of four years. Members of the Commission will serve without compensation but shall be reimbursed by action of the Board of Selectmen, for reasonable expenses incurred. The Commission shall have all the powers, duties and obligations set forth in C.G.S. § 7-148b and 7-148f as the same may be amended from time to time.

The CRC discussed removing language related to initial staggered terms.

The video conference accidentally closed down for a few minutes and the CRC had to rejoin the meeting and the video conference resumed.

After further discussion the CRC accepted the Working Group #2’s proposal and a motion was made below.

Motion #3 - Joan Gay **Moved** and Cathy lino **Seconded** a motion to accept Working Group #2’s proposal to add the Fair Rent Commission to the list of Additional Appointive Boards in Section 5-15, with a stipulation that Casey Jacob will align the language similar to the other Appointive Committees listed in the Charter.

Voting to Approve: J. Gay, A. Abid, J. Gorman, C. Jacob, E. Nunes, C. lino, K. Zandi

Motion passed unanimously (7-0-0).

Joan Gay spoke about how the CT Valley Regional Tourism does not exist. She went over the summary of the Working Group's research.

Summary: CT Statute 7-330 is still in effect. However, CT Statute sections 7-136(a) and (c) have been repealed and replaced by 10-397. These statutes are cited in our ordinance and need correction. Here are the details.

Section 7-136a to 7-136c - [Repealed]

Section 136 is now titled Municipal economic development commissions and (a) states Any town, city or borough, by ordinance, may accept the provisions of this section and may establish an economic development commission for the promotion and development of the economic resources of such municipality.

Department of Revenue Services - Statute 32-305 provides funding for 11 tourism districts and 5 related entities Sections 32-300 to **32-305**, inclusive, **are repealed, effective August 20, 2003 and replaced by 10-397.**

In effect are 10-397(a) and (b):

10-397a -

(a) There are established three regional tourism districts, each of which shall promote and market districts as regional leisure and business traveler destinations to stimulate economic growth. The districts shall be as follows:

10-397a (2) The Central Regional District, which shall consist of Andover, Avon, Berlin, Bethany, Bloomfield, Bolton, Branford, Canton, Cheshire, Chester, Clinton, Cromwell, Deep River, Durham, East Granby, East Haddam, East Hampton, East Hartford, East Haven, East Windsor, Ellington, Enfield, Essex, Farmington, Glastonbury, Granby, Guilford, **Haddam**, Hamden, Hartford, Hebron, **Killingworth**, Madison, Manchester, Marlborough, Meriden, Middlefield, Middletown, Milford, New Britain, New Haven, Newington, North Branford, North Haven, Old Saybrook, Orange, Plainville, Portland, Rocky Hill, Simsbury, Somers, South Windsor, Southington, Stafford, Suffield, Tolland, Vernon, Wallingford, West Hartford, West Haven, Westbrook, Wethersfield, Windsor, Windsor Locks and Woodbridge;

10-397b -

(b) Each regional tourism district shall be overseen by a board of directors consisting of **one representative from each municipality** within the district, appointed by the legislative body of the municipality and, **where the legislative body is a town meeting, by the board of selectmen.** Any such member of a board of directors shall serve for a **term of three years.** In addition, the board of directors may appoint up to twenty-one persons representing tourism interests within the district to serve on the board. No board member shall be deemed a state employee for serving on said board. All appointments to the board of directors shall be reported to the Commissioner of Economic and Community Development.

Joan Gay presented the Working Group's recommendation of adding the Central Regional Tourism District into the Working Regional Organization portion of the Charter.

Motion #4 - Casey Jacob **Moved** and Eric Nunes **Seconded** a motion to add to the Regional Organization Table under Section 5-14(a), Central Regional Tourism District, with one representative for a 3 year term under CT Statute 10-397(a) and (b) as presented.

Voting to Approve: J. Gay, A. Abid, J. Gorman, C. Jacob, E. Nunes, C. lino, K. Zandi

Motion passed unanimously (7-0-0).

Schedule - a. Date for Public Hearing:

The CRC discussed at length the Timeline for Charter Revision. Chair Zandi will work with First Selectman Gorski to look at meeting dates for 2023 to make sure they don't overlap with the BOS dates. First Selectman Gorski will also confirm with Town Clerk Dawn Mooney what month she needs the final proposed revisions to f the Charter in order to be on the November 2023 ballot. Discussion of scheduling additional CRC meetings took place.

Motion #5 - Cathy lino **Moved** and Joanne Gorman **Seconded** a motion to schedule the next public hearing date on Monday, December 5, 2022 at 7:00 p.m. via remote.

Voting to Approve: J. Gay, A. Abid, J. Gorman, C. Jacob, E. Nunes, C. lino, K. Zandi

Motion passed unanimously (7-0-0).

First Selectman Gorski will start putting together the Legal Notice for the December 5, 2022 Public Hearing. Chair Zandi will put slides together along with the running list of Motions/Votes that took place during the Commission meetings. First Selectman Gorski will re-send to the Commission the link to the SharePoint folder.

The CRC reviewed the Next Topics for Discussion, and Corresponding Working Groups:

The CRC went over the Next Topics for Discussion:

1. Finance
2. Job Descriptions
3. Electronic Participation in Town Meetings
4. Tax Collector (deferred for now)
5. Fire Commission
6. Budget
7. Ethics

The CRC discussed Working Groups and which group would research each selected topic.

Working Group #3 -

Eric Nunes, Joan Gay, Cathy lino

Topics to Research:

Finance
Fire Commission

Working Group #4 -

Casey Jacob, Arjumund Abid, Joanne Gorman

Topics to Research:

Ethics

Electronic Participation in Town Meetings

Job Descriptions

Eric Nunes updated the Charter List spreadsheet reflecting the New Working Groups/Topics of Discussion and circulated it to the CRC.

Adjournment:

Chair Zandi adjourned the meeting at approximately 9:23 p.m.

Submitted By: Jamie Sciascia, Clerk