

**Town of Ridgefield  
Charter Revision Commission  
Regular Meeting  
June 1, 2010 7:00PM  
Town Hall - 2nd Floor**

**Present:**     **John McNicholas, Chairman**  
                  **Sharon Hyde, Vice Chair**  
                  **Tiffany Lenz**  
                  **Charles Primerano**

**Not Present:** **Lisa Carroll**  
                  **Andrew Kelemen**

**AGENDA**

1. Review minutes from previous meetings.
2. Distribute Draft Report documents and corrected documents relating to the Master Charter Revision document from Charles Primerano for review and eventual submission to Town Clerk.
3. Discussion of document management by CRC and manner for formulating Master Charter Revision document.
4. Public comment.
5. Set regular meeting schedule and submission date to Town Clerk and BOS.
6. Adjournment.

**MEETING MINUTES**

**(These Minutes are intended to be a summary of the Meeting and not a verbatim recording)**

The meeting was called to order by the Chairman at 7:05PM.

**Item #1**

**Motion**

**Ms. Hyde made a motion that with the corrections made, the Meeting Minutes for May 18, 2010 and May 26, 2010 were approved.**

**Mr. Primerano seconded the motion.**

**Motion carried.**

**Item #2**

**Motion:**

**Ms. Hyde made a motion to amend Section 5-7.1 (c) to read as follows:**

**“When requested by the Grants Commission, each grant recipient shall submit a written report to the Grants Commission detailing how it used the grant funds it received from the town”.**

**Ms. Lenz seconded the motion.**

**Motion carried.**

**Motion:**

**Ms Hyde made a motion to amend Section 4-15 (e) Last Paragraph, 1<sup>st</sup> Sentence by removing this sentence.**

**Mr. Primerano seconded the motion.**

**Motion carried.**

Discussion ensued regarding some final changes to the Submission documents (Cover Letter, Recommendations Considered, and Detailed Breakdown of Proposed Revisions) not the Charter itself. The Commission agreed to these changes.

**Item #3**

Mr. Primerano suggested that Chair McNicholas print, copy and submit the Draft, Proposed Charter and PDF Document Compare to the BOS. There was a discussion regarding the appropriate documents to submit and whether the BOS would like the blue lined document or current one page with proposed changes next to it. Mr. Primerano said he could do both. Consensus was to ask First Selectman Marconi.

**Motion:**

**Ms. Hyde made a motion to approve the amended Draft Charter Submission.**

**Chair McNicholas seconded the motion.**

**Motion carried.**

**Item #4**

No comments.

**Item #5**

There was a discussion as to the next regular meeting and the Public Hearing. After reading the Rules & Regulations for the Charter Commission it was determined that a Public Hearing must take place ASAP with the submission to the BOS to follow the Public Hearing.

**Motion**

**Ms. Hyde made a motion to set Public Hearing date for June 15, 2010 @ 7PM.**

**Mr. Primerano seconded the motion.**

**Motion carried.**

Discussion ensued regarding how to set a Public Hearing date with unknowns.

**Amended Motion to Substitute**

**Ms. Hyde moved to amend her motion to have a Public Hearing based on Town room availability.**

**Mr. Primerano seconded the motion.**

**Motion carried.**

Further, July 6, 2010 was set as a Regular Meeting for the Charter Commission.

**Item #6**

**Motion**

**Ms. Lenz made a motion to adjourn.**

**Chair McNicholas seconded the motion.**

**Motion carried.**

*Respectfully Submitted,*

*Lise B. Read*

*Recording Secretary*