

Town of Ridgefield
Charter Revision Commission Special Meeting
Monday, December 11, 2017 – 7:00 p.m.
Offices of Hastings, Cohan & Walsh LLP
440 Main Street, Ridgefield, Connecticut
APPROVED MEETING MINUTES

These minutes are a general summary of the meeting and are not intended to be a verbatim transcription.

Members Present: E. Burns, W. Davidson, J. Egan, E. Geisinger, J. Seem,
J. Shapiro (arrived 10 minutes late), L. Steinman, P. Walsh
Member Absent: C. Hancock
Also Present: S. Baker, K. Snow

Agenda

1. Approve the Minutes from Charter Revision Commission Meeting on November 15, 2017.
2. Review and Vote on proposed DRAFT schedule of regular Charter Revision Commission Meetings from January 2018 through August 2018.
3. Discuss and agree strategies and tactics to promote the CRC Public Hearing on January 8th and ongoing community participation in the CRC.
4. Discussion, questions related to public materials related to the 2018 Charter Revision Commission.
5. Adjournment.

The meeting was called to order by CRC Chairman Jonathan Seem at 7:10 p.m.

1. Approval of Minutes of November 15, 2017 Special Meeting

P. Walsh moved and L. Steinman seconded the motion to approve the unrevised/unapproved minutes of the November 15, 2017 Special Meeting of the CRC, revised to correct the spelling of L. Steinman's name. Motion carried 7-0.

2. Schedule of the CRC's Regular Meetings in 2018

At the CRC's November 15, 2017 meeting, the CRC voted to consider scheduling the regular CRC meetings on the second and fourth Monday of every month.

The CRC discussed the conflict between that contemplated schedule of CRC meetings and the 2018 meeting schedules of both the Board of Education and the Conservation Commission. Guests Susan Baker and Kitsey Snow, both members of the Conservation Commission, confirmed that there would be a substantial conflict with the scheduled 2018 Conservation Commission meetings.

After discussion of the importance of receiving input from all town boards and commissions, including the Board of Education and the Conservation Commission, members of the CRC discussed a change in the contemplated schedule, changing the meetings from the second and fourth Monday of the month to the second and final Monday of the month (except for the day following Memorial Day), in order to better permit input from the Board of Education and the Conservation Commission and their respective members.

W. Davidson moved and E. Burns seconded a motion to schedule the Regular Meetings of the CRC for 7:00 p.m. on the second and final Monday of each month, beginning January 22, 2018, with the last scheduled Regular Meeting being on August 27, 2018, and with the Regular Meeting in late May being on Tuesday, May 29, 2018 rather than on Memorial Day, May 28, 2018, the particulars of the Regular Meeting dates being as follows:

**Monday, January 29, 2018
Monday, February 12, 2018
Monday, February 26, 2018
Monday, March 12, 2018
Monday, March 26, 2018
Monday, April 9, 2018
Monday, April 30, 2018
Monday, May 14, 2018
Tuesday, May 29, 2018
Monday, June 11, 2018
Monday, June 25, 2018
Monday, July 9, 2018
Monday, July 30, 2018
Monday, August 13, 2018
Monday, August 27, 2018**

Motion carried 8-0.

W. Davidson moved and E. Burns seconded the motion to confirm the scheduling of a Special Meeting of the CRC for Monday, January 8, 2018 in the Town Hall large conference room, to commence immediately following the CRC public hearing that begins at 7:00 p.m. Motion carried 8-0.

3. Strategies/Tactics to Promote Public Hearing and Ongoing Community Participation

CRC members discussed how to promote the January 8, 2018 CRC Public Hearing and how to promote ongoing community participation with the CRC. Ideas discussed included reaching out to the Ridgefield Press, the Men's Club, the Town's technology department, and the public access channel, televising the January 8th Public Hearing,

utilizing social media including Facebook, as well as posting notices at town locations such as the Ridgefield Library and Town Hall.

4. Public Materials Related to the CRC

J. Seem noted that the Agenda for each meeting appears on the CRC page on the Town's website. J. Shapiro volunteered to send it to CRC members in advance of each meeting.

J. Shapiro distributed copies of the vote tallies from the November 2, 2010 and November 4, 2014 votes in the municipal elections on the recommendations of the 2010 and 2014 Charter Revision Commissions, respectively. He noted that these tallies are available at the office of the Town Clerk.

The Commission members discussed timeframes for submitting votes and unrevised/unapproved minutes to the Town Clerk and the Town's Human Resources Department. Votes are to be reported within two days, and the unrevised/unapproved minutes are to be filed within seven days.

J. Seem reported that the CRC has received one proposal for a change in the Charter. It came from Barbara Serfilippi, the Town Clerk. She proposed that the Charter be revised to prohibit a person from running for more than one office in a municipal election.

5. Adjournment

W. Davidson moved and P. Walsh seconded the motion to adjourn at 8:08 p.m. Motion carried 8-0.

Respectfully submitted,
Joe Shapiro, Recording Secretary