

Charter Revision Commission 2023 - Change Request Tracker - Tab on "Public Comments"

As of 3.14.23

Item #	DATE	PROPOSAL/ISSUE	Initial Discussion	Additional Discussion on Submission	Code	Decision Date	Final Decision
A - 1	2.13.23 via Public Hearing	Should the the Ridgefield Affordable Housing Committee currently reporting to the Board of Selectman report to Planning and Zoning, instead. From their webpage, "The Affordable Housing Committee works with organizations and individuals to create more affordable housing in town, and to help people find the housing they need. We report to the Board of Selectmen." (rec'd via 2.13.23 Public Hearing)	3/1/2023: Note to the Cernone's this will be discussed at the 3/16/23 meeting				
A - 2	2.13.23 via Public Hearing	Should the Town Charter be amended to allow the Town Treasurer currently an elected position become an appointed position. This is a proposal considered in 2018 that was voted down by the electorate No: 6704; Yes 5070 (rec'd via 2.13.23 Public Hearing)					
A - 3	2.13.23 via Public Hearing	Should the Town Charter be amended to allow the Tax Collector currently an elected position become an appointed position. This is a proposal considered in 2018 that was voted down by the electorate No: 6861; Yes 4905 (rec'd via 2.13.23 Public Hearing)					
A - 4	2.13.23 via Public Hearing	We strongly suggest that the 2023 CRC consider the proposal of the 2017-2018 CRC regarding Article XI. We believe that the Charter, and not an Ordinance, is the proper place for the town's Standards of Conduct. Re Article XI...from Ellen & Les: the existing text of Article XI did not clearly and effectively outline objective standards of conduct to be observed by Town officials and employees, essential components of an ethics code, the CRC unanimously recommended entirely new text for Article XI in its draft report. (see supporting email from CRC email 2/13 for add'l info) (rec'd via 2.13.23 Public Hearing)	3/2/2023	3/9/23: Mr. Lordi moved, and Mr. Cascella seconded a motion to table the discussion of Ms. Burns's and Mr. Steinmen's proposed revisions to Article XI, Standards of Conduct in the Charter. Motion carried 9-0.			
A - 5	3.2.23 via Public Comment at 3.2.23 meeting	Section 2-1 Incorporation All the inhabitants dwelling within the territorial limits of the Town of Ridgefield, as heretofore constituted, shall continue to be a body politic and corporate under the name of "The Town of Ridgefield," hereinafter called "the Town," and as such shall have perpetual succession and may hold and exercise all powers and privileges heretofore exercised by said Town and not inconsistent with the provision of this Charter, the additional powers and privileges herein conferred and all powers and privileges conferred upon (or reserved by) Towns under (the State Constitution) the general statutes of the State of Connecticut and the laws of the United States of America.					
A - 6	3.2.23 via Public Comment at 3.2.23 meeting	Section 2-3 General Grant of Powers In addition to all powers granted to Towns under the constitution and General Statutes (or any other applicable laws), and those which may hereafter be conferred thereby, the Town shall have all powers specifically granted by this Charter and all powers fairly implied in or incident to the powers expressly granted and all other powers incident to the management of the property, government and affairs of the Town, including the power to enter into contracts with the United States or any federal agency, the State of Connecticut or any political subdivision thereof for services and the use of facilities, the exercise of which is not expressly forbidden by the constitution and the general law of the State of Connecticut					
A - 7	3.2.23 via email	I am writing to suggest a name change for the Board of Selectmen. I'd like to see a more inclusive and gender-neutral group. Board of Selecteds? Board of Governors? Board of Commissioners? Town Council? I'm sure a group could generate many appealing options. (rec'd via crc@ridgefieldct.org)					
A - 8	3.4.23 via email	I'm not sure if this would fall under the charter, but it would be wonderful to update our ability to vote on town matters in a method other than in person at evening town meetings. Perhaps voting could be available throughout the day at town hall or even online when matters arise so that more residents can participate? . (rec'd via crc@ridgefieldct.org)					
A - 9	3.4.23 via email	<b>Section 1.1 The Charter</b> TC: "The Charter shall be the <u>organic</u> law of the Town of Ridgefield..." SC: Replace or define the word " <u>organic</u> ." I think the residents have different understandings of what this word means and it is the underpinning of the entire document. Suggested way to replace organic is "the principles by which the Town of Ridgefield is governed." Definition of "principles": a theorem or law that has application across a wide field.					
A - 10	3.3.23 via email	<b>Section 1.1 The Charter</b> TC: "The Charter shall be the organic law of the Town of Ridgefield..." Suggested Change: "The Charter shall be the <u>organic supreme governing</u> law of the Town of Ridgefield..."					

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A - 11		<p><b>Section 1.1 The Charter</b></p> <p>Charter Language: The term "board" or "boards," as used in this Charter, shall include all boards, commissions, agencies, and committees except as otherwise specified.                      TC: "all boards, commissions, agencies and committees..."</p> <p>SC: add subcommittees, i.e."...agencies, committees and subcommittees..."                      SC: add "whether elected or appointed."                      *****</p> <p>Charter Language: The term "Town agency," as used in this Charter, shall mean each board, commission, committee, department and agency of the Town for which an appropriation was made in the annual budget; each Town official who is not a member of a board, commission, committee, department or agency for whom an appropriation was made in the annual budget; each separate function of the Town for which the Board of Selectmen is responsible.</p> <p>TC: "each board, commission, committee, department or agency..."</p> <p>SC: define department, it is very ambiguous, I cannot suggest a change because I do not know what it means. (rec'd via crc@ridgefieldct.org)</p>					
A - 12	3.3.23 via email	<p><b>Section 1.1 The Charter</b></p> <p>Suggested Change: After defining terms including "resident", "Elector", "Town Agency", etc, add the following last paragraph to Section 1.1</p> <p><b>THE TOWN RECOGNIZES AND HONORS ITS RIGHTS TO HOME RUYLE AS GUARANTEED BY THE FUNDAMENTAL ORDERS, THE STATE CONSTITUTION , THE UNITED STATES CONSTITUTION, AND SUCH OTHER GOVERNING LAWS OR RIGHTS TO SELF-GOVERNMENT AS MAY HAVE BY LAW, STATUTE OR CUSTOM BEEN PREVIOUSLY GRANTED OR RESERVED.</b> (rec'd via crc@ridgefieldct.org)</p>					
A - 13	3.4.23 via email	<p><b>Section 2.1 Incorporation</b> (TC= Town Charter: SC = Suggested Charter)</p> <p>Charter Language: All the inhabitants dwelling within the territorial limits of the Town of Ridgefield, as heretofore constituted, shall continue <u>to be a body politic and corporate</u> under the name of "The Town of Ridgefield," hereinafter called "the Town," and as such shall have perpetual succession and may hold and exercise all powers and privileges heretofore exercised by said Town and not inconsistent with the provision of this Charter, the</p> <p>TC: "... <u>to be a body politic and corporate...</u>"</p> <p>SC: Is this a generally recognized definition of a group whose members generally change over time or an accepted legal term to define who has rights? I have not encountered it previously. I do understand precisely what this Section means and why it is included, but I want the Charter to be as clear and precise as possible without excessive verbiage. (rec'd via crc@ridgefieldct.org)</p>					
A - 14	3.4.23 via email	<p><b>Section 2.3 General grant of powers</b> (TC= Town Charter: SC = Suggested Charter)</p> <p>Charter Language: In addition to all powers granted to Towns under the constitution and General Statutes, and those which may hereafter be conferred thereby, <u>the Town shall have all powers</u> specifically granted by this Charter and all powers fairly implied in or incident to the powers expressly granted and all other powers incident to the management of the property, government and affairs of the Town, <u>including the power to enter into contracts</u>, with the United States or any federal agency, the State of Connecticut or any political subdivision thereof for services and the use of facilities, the exercise of which is not expressly forbidden by the constitution and the general law of the State of Connecticut.</p> <p>TC: "<u>The Town shall have all power...including the power to enter into contracts...</u>"</p> <p>SC: If this means contracts entered into or funds allocated to the Town, I think it should be made clear who can and cannot negotiate on behalf of the Town. An example is the current negotiations being carried out with the State by the Affordable Housing Committee Chairperson as to reallocation of funds the State allocated for an assessment of Prospect Ridge. According to the way I read the Charter the Town owns those funds and has power over them as they were allocated or to be reallocated. The Committee does not have power over the use of these funds except as defined by the Town. So who has power needs to be more precisely defined or there needs to be more specific oversight defined in the Charter of all funds allocated to the town from any source. (rec'd via crc@ridgefieldct.org)</p>					
A - 15	3.4.23 via email	<p><b>Section 3.3 The Annual Town and Budget Meeting</b> (TC= Town Charter: SC = Suggested Charter)</p> <p>Charter Language: The Annual Town and Budget Meeting. [(13)(16)]                      The Board of Selectmen may, in January of each year, appoint an Annual Town and Budget Meeting Committee. The Committee <u>shall consist of five electors, appointed for a two-year term. In the first year of implementation three members are appointed for a one-year term .</u> [(17)].</p> <p>TC: "<u>shall consist of five electors, appointed for a two-year term. In the first year of implementation three members are appointed for a one-year term.</u>"</p> <p>SC: I assume this means upon implementation, which includes naming a chairperson, the chairperson decides who continues to have two-year terms and who is reassigned to one-year terms? It may be generally understood what "implementation" means and we do not need to add unnecessary bulk to the Charter, but you may want to consider clarifying how the change to one-year terms is decided. (rec'd via crc@ridgefieldct.org)</p>					

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Item #	DATE	PROPOSAL/ISSUE	Initial Discussion	Additional Discussion on Submission	Code	Decision Date	Final Decision
A - 16	3.4.23 via email	<p><b>Section 3-6 Legal notice</b> (TC= Town Charter: SC = Suggested Charter)</p> <p>Charter Language: <u>Legal notice of all Town Meetings shall be advertised in a newspaper</u> having a general circulation in the Town at least five days prior to a Town Meeting.</p> <p>TC: "<u>Legal notice of all Town Meetings shall be advertised in a newspaper....</u>"</p> <p>SC: I believe you are all aware that the definition of where all matters requiring public notification in the Charter must be changed to include multiple forms of media including some form of electronic communications. However I stress that words such as "the emphasis must be on reaching all segments of the residents and encouraging community involvement" have to be added. For example, do the preponderance of seniors still read a newspaper and might not have on-line access? I view notification of as many town residents as practicable as a crucial role for everything in this Charter requiring public notification. I do not think this effort has been made over the past few years. If you really want examples, I can provide. (rec'd via <a href="mailto:crc@ridgefieldct.org">crc@ridgefieldct.org</a>)</p>					
A - 17	3.4.23 via email	<p><b>Section 3.7 Organization and procedure.</b> (TC= Town Charter: SC = Suggested Charter)</p> <p>Charter Language: The First Selectman or a representative of the First Selectman shall call the meeting to order and the meeting shall choose a moderator. All business shall be conducted as provided by Chapter 90 of the General Statutes, as amended, and in accordance with "Robert's Rules of Order - of latest revision. Unless otherwise provided by this Charter, action of all Town Meetings shall be by a majority of the members of the Town Meeting present and voting at the meeting or voting in a referendum held in accordance with this Charter.</p> <p>TC: "All business shall be conducted as provided by Chapter 90 of the General Statutes, as amended, and in accordance with "Robert's Rules of Order - of latest revision. Unless otherwise provided by this Charter."</p> <p>SC: This statement needs to be put in a general Section of the Charter, not solely specific to Town Meetings. Further upon election or appointment ALL MEMBERS (not just Chairpersons) of all boards, commissions, agencies and committees and subcommittees should receive a copy of the current Robert's Rules of Order and a copy of the booklet "How to Run a Meeting" which I believe was created by or for the Charter Revision Committee. There must be oversight to ensure that all meetings are conducted accordingly with a place for residents or members to report grievances, perhaps a town mailbox. A certain number of non-conforming actions should perhaps warrant an AUTOMATIC ethics review. There are meetings where Robert's Rules of Order are blatantly disregarded as well as some members who overtly/purposefully do not honor their oath of office, which in part includes respecting residents and acting in a manner consistent with their role. Some verbiage to eliminate bad behavior has to be included in the Charter as well as what the oversight is, and what the remedy is. Emphasis on community involvement and elector attendance at ALL public meetings must be a requirement in the Charter, so as to not allow Chairpersons to merely tolerate some public comments which is often the case. Hundreds if not thousands of residents feel this way. A Chairperson's remedy for an individual being out-of-order is to declare thus by Robert's Rules of Order, not by any other means(well unless something becomes illegal).</p> <p>SC: As part of the oversight a requirement to record all meetings must be part of the Charter. If recording equipment is not available, Zoom can be used solely for the purpose of recording and then the entire meeting can be posted and made public. We want Ridgefield to be a vibrant, cultural, historic center, with neighborhood areas, affordable housing and support for our esteemed elders, with recreational areas as deemed appropriate and at the same time maintain open space. We want to encompass the needs of many and be a community that engenders help to those of us in need. I have lived here over forty years and have met very few residents who do not say the same about how we envision Ridgefield. In my opinion, a major opportunity to accomplish this is by being open, transparent, and encouraging involvement. YES, I do feel it is the role of the Charter to state this succinctly. (rec'd via <a href="mailto:crc@ridgefieldct.org">crc@ridgefieldct.org</a>)</p>					
A - 18	3.4.23 via email	<p><b>Section 3-13 Creation of new boards, commissions.</b> (TC= Town Charter: SC = Suggested Charter)</p> <p>Charter Language / TC: "The creation of any permanent board, commission, department or agency not otherwise provided for in this Charter shall require approval by vote of the Town Meeting."</p> <p>SC: First, how is this enforced? And what is "permanent?" I would call the actions of the Affordable Housing Committee as establishing itself as a permanent committee. It has had the same Chairperson for approximately 25 years, is that not a qualifier for permanent? The Affordable Housing Committee was never approved by vote of a Town Meeting. It should automatically be dissolved now that its task is complete, just as the Charter Review Committee will sunset when your job is finished and another Committee charged with the same function will only be reconstituted when Charter revisions are required again as defined by the Charter itself.</p> <p>SC: The Charter must define an automatic dissolution time frame for any Committee that has not been approved by vote of a Town Meeting. The Board of Selectmen may choose to appoint a different committee with a substantially similar charge, but it must be a new committee and it too would have to be dissolved automatically after it completes whatever its charged task is. There simply is no permanent Affordable Housing Committee or any other permanent committee unless voted on. The Charter already says this, but the Charter does not define how and when such a committee shall be dissolved. (rec'd via <a href="mailto:crc@ridgefieldct.org">crc@ridgefieldct.org</a>)</p>					

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A - 19	3.4.23 via email	<p><b>Section 3-14. Elective offices, boards and commissions</b> (TC= Town Charter; SC = Suggested Charter)</p> <p>Charter Language / TC: "The Town may, by ordinance approved by the Town Meeting and pursuant to provisions in the General Statutes, join, determine how it shall choose representatives, or discontinue its membership in any such regional, intergovernmental organization created by state law, in such a manner as is consistent with this Charter."</p> <p>SC: How is this monitored? I would suggest it is not monitored at all. Therefore the Charter needs to define oversight. That may be as simple as requiring public notification by members of all their affiliates once a year and the adoption of a Town media plan. No one should speak in any public forum as representing any positions for Ridgefield unless there has been a defined designation to be a town representative. I believe some neighboring towns have media plans and perhaps WesCog. (rec'd via <a href="mailto:crc@ridgefieldct.org">crc@ridgefieldct.org</a>)</p>					
A - 20		<p><b>Section 4 Elections and Elective Officers</b></p> <p>SC: For brevity, I will address this section in entirety.</p> <p>Re: Reappointment of individual members to all town Boards, Commissions, and Committees (BCCs)</p> <p>The reappointment or reconfirmation of individual members to various non-elected BCCs seems inconsistent or in some cases not defined at all. I suggest standardizing this process to make it equitable to all BCC members and for the benefit of the residents of Ridgefield.</p> <p>Some BCCs reappoint members at the beginning of each new term for that individual by requesting they make an in person statement to the Board of Selectmen as to why they should be reappointed (I understand that different BCCs and individuals within BCCs may have different terms so that reappointment years may vary by the persons' term).</p> <p>I feel there is inconsistency in the reappointment process. For example, my understanding is that members of some BCCs were not reappointed at all in 2023 and possibly in other years as well. One example is the Affordable Housing Committee (AHC). To be appointed to the AHC new members must be interviewed by the BOS. However none of the members whose terms expired were reappointed in 2023 by being interviewed by the BOS. I cannot find any information on reappointment or term length for the AHC.</p> <p>I realize the AHC was formed by the BOS and is not specified in The Town Charter. Regardless of how any BCCs are formed each should be defined in The Town Charter and all member reappointments should be standardized.</p> <p>I am using the AHC as an example only since according to the Charter it no longer exists. (rec'd via <a href="mailto:crc@ridgefieldct.org">crc@ridgefieldct.org</a>)</p>					
A - 21	3.3.23 via email	<p><b>Section 4-6 Minority representation.</b> [(5)]</p> <p>Current Charter Language: Minority representation on any elective board or commission shall be determined in accordance with provisions of the General Statutes, unless otherwise specified in this Charter.</p> <p>The maximum number of any such board or commission who may be members of the same political party shall be as specified in the following table:</p> <p>Suggested Change: Minority representation on any elective board, <b>or</b> commission, <b>or any appointive committee</b> shall be determined in accordance with provisions of the General Statutes, unless otherwise specified in this Charter (rec'd via <a href="mailto:crc@ridgefieldct.org">crc@ridgefieldct.org</a>)</p>					
A - 22	3.3.23 via email	<p><b>Section 4-11 Planning and Zoning Commission</b></p> <p>Current Charter Language: The functions and responsibilities of the Planning and Zoning Commission include the preparation and adoption of a Plan of Conservation and Development, the designation of zoning districts in accordance with that plan, and the preparation, adoption, and implementation of zoning and subdivision regulations in furtherance of the Plan of Conservation and Development as specified in Chapters 124 and 126 of the General Statutes. To the extent provided by the General Statutes, and within the limits of its appropriations, the commission shall appoint, by vote of a majority of its members, a Director of Planning and a Zoning Enforcement Officer, and engage such employees as are necessary for its work and may contract with professional consultants.</p> <p>Suggested Changes: The functions and responsibilities of the Planning and Zoning Commission <b>include are limited to</b> the preparation and adoption of a Plan of Conservation and Development, the designation of zoning districts in accordance with that plan, and the preparation, adoption, and implementation of zoning and subdivision regulations in furtherance of the Plan of Conservation and Development as specified in Chapters 124 and 126 of the General Statutes. To the extent provided by the General Statutes, and within the limits of its appropriations, <b>the commission the Board of Selectmen</b> shall appoint, by vote of a majority of its members, a Director of Planning and a Zoning Enforcement Officer, and engage such employees as are necessary for <b>its Planning and Zoning Commission</b> work and may contract with professional consultants. (rec'd via <a href="mailto:crc@ridgefieldct.org">crc@ridgefieldct.org</a>)</p>					

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A - 23	3.3.23 via email	<p><b>Section 5-1 Appointive boards.</b></p> <p>Current Charter Language: Annually, by January 31, all appointive boards shall submit a report on attendance at meetings held during the prior calendar year to the Town Clerk. Additional appointive boards may be created and their powers and duties specified by ordinance passed at a Town Meeting. Appointive boards authorized by this section may be abolished or consolidated, their powers and duties may be altered and the number or term of office of their members may be changed by ordinance.</p> <p>Suggested Changes: Annually, by January 31, all appointive boards shall submit a report on <b>THEIR ACTIVITY, THEIR RECOMMENDATIONS AND</b> attendance at meetings held during the prior calendar year to the Town Clerk. Additional appointive boards may be created and <b>SHALL BE GIVEN A SPOECIFIC MANDATE AND</b> their powers and duties specified by ordinance passed at a Town Meeting. Appointive boards authorized by this section may be abolished or consolidated, their <b>MANDATE,</b> powers and duties may be altered and the number or term of office of their members may be changed by ordinance. (rec'd via crc@ridgefieldct.org)</p>					
A - 24	3.3.23 via email	<p><b>Section 5-2 Appointments to appointive boards and commissions.</b></p> <p>Current Charter Language: All terms shall be established to expire as nearly as possible at regularly staggered annual or biennial intervals. A member shall continue to hold office until a successor has been appointed and has qualified. Membership on all appointive boards provided by this article shall be determined in accordance with the minority representation law as set forth in the General Statutes unless otherwise specified in this Charter.</p> <p>Suggested Changes: All terms shall be established to expire as nearly as possible at regularly staggered annual or biennial intervals. A member shall continue to hold office until a successor has been appointed and has qualified. <b>EVERY MEMBER OF EVERY APPOINTIVE COMMITTEE SHALL HAVE A TERM OF OFFICE LIMITED TO THE TERM OF THE BOARD OF SELECTMEN AND SHALL BE -REAPPOINTED THEREAFTER BY THE BOARD OF SELECTMAN AND SHALL NOT OTHERWISE ACT IN ANY OFFICIAL CAPACITY UNLESS SO RE-APPOINTED.</b> Membership on all appointive boards provided by this article shall be determined in accordance with the minority representation law as set forth in the General Statutes unless otherwise specified in this Charter.</p>					
A - 25	3.3.23 via email	<p><b>Section 5-4. Architectural Advisory Committee.</b></p> <p>Technical Change adopted 3/2/23: The Architectural Advisory Committee shall provide timely opinions and advice regarding architectural designs and materials of buildings, structures and/or other construction, landscape and site plans, lighting, and signage to the Planning and Zoning Commission for the purpose of assisting the Commission in its responsibility to ensure that the proposed exterior contained in applications pending before the Planning and Zoning Commission—<del>architectural designs and materials of buildings, structures and/or other construction, landscape and site plans, lighting, and signage</del>— harmonize with the New England village character of Ridgefield, including the Village District, its constituent neighborhoods, and surrounding uses; protect property values; and preserve and improve the Town's appearance and beauty.</p> <p>Suggested further change: harmonize with the New England village <del>character</del> style of Ridgefield, including the Village District, its constituent neighborhoods, and surrounding uses; protect property values; and preserve and improve the Town's appearance and beauty. (rec'd via crc@ridgefieldct.org)</p>					
A - 26	3.3.23 via email	<p><b>Section 5-8 Economic and Community Development Commission.</b></p> <p>Current Charter Language: The Economic and Community Development Commission shall consist of seven members serving one-year terms. The Commission will seek to implement orderly and planned economic development in keeping with the character of the Town. The Commission will seek to involve all agencies, commissions, boards, and departments in the Town, which are involved in, or are affected by, economic development, as well as the residents of the Town, in its work to promote economic development.</p> <p>Suggested Change: The Economic and Community Development Commission shall consist of seven members serving one-year terms. The Commission will <b>OBTAIN, COLLECT AND SUMMARIZE AVAILABLE AND RELEVANT ECONOMIC DATA RELATED TO THE ECONOMIC ACTIVITY OF THE TOWN, COLLECT SUGGESTIONS CONCERNING ECONOTHE PROMOTION , ENCOURAGEMENT AND GROWTH OF ECONOMIC ACTIVITY, MIC DEVELOPMENT IN THE TOWN, COORDINATE ITS COLLECTION OF DATA WITH OTHER TOWN AGENCIES AND REGULARLY REPORT ITS FULLY AND FAITHFULLY REPORT ITS FINDINGS TO THE BOS AT LEAST 4 TIMES PER YEAR.</b> The Commission will seek to implement orderly and planned economic development in keeping with the character of the Town. The Commission will seek to involve all agencies, commissions, boards, and departments in the Town, which are involved in, or are affected by, economic development, as well as the residents of the Town, in its work <del>to promote economic development.</del> (rec'd via crc@ridgefieldct.org)</p>					

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A - 27	3.3.23 via email	<p><b>Section 5-16 Committees.</b></p> <p>Current Charter Language: Appointments and terms: Except as otherwise provided by the ordinance or resolution establishing a committee, the term of office of appointees to committees shall terminate 30 days after the next regular Town election, and the Board of Selectmen shall act as the initial appointing authority, shall choose successors, and shall fill all vacancies, except that: If the committee was established by vote at a Town Meeting and the members of that committee were either elected or confirmed by the Town Meeting, the Selectmen shall call a special Town Meeting for filling any vacancy or choosing successors, and the incumbents may remain in office until their successors have been duly chosen in this manner.</p> <p>Suggested Change: Appointments and terms: Except as otherwise provided by the ordinance or resolution establishing a committee, the term of office of appointees to committees shall terminate 30 days after the next regular Town election, and the Board of Selectmen shall act as the initial appointing authority, shall choose successors, and shall fill all vacancies, except that: If the committee was established by vote at a Town Meeting and the members of that committee were either elected or confirmed by the Town Meeting, the Selectmen shall call a special Town Meeting for filling any vacancy or choosing successors, <del>and the incumbents may remain in office until their successors have been duly chosen in this manner.</del></p>					
A - 28	3.3.23 via email	<p><b>Section 5-17 Removal for cause.</b></p> <p>Current Charter Language: A member of an appointive board or committee may be removed for cause by the Board of Selectmen, but no such removal for cause shall be effected unless the member</p> <p>Suggested Change: A member of an appointive board or committee may be removed <b>FOR ANY REASON AT THE SOLE DISCRETION BY VOTE OF THE BOS for cause by the Board of Selectmen, but no such removal-for cause shall be effected unless the member:</b></p>					
A - 29	3.6.23	3.6.23 Now that the Affordable Housing committee has submitted its Affordable Housing Plan to the state, the committee should be dissolved and or report directly to PNZ. Affordable Housing and the management of our units regarding annual certification can be done within the PNZ ranks with help from former Affordable Housing Committee members. (rec'd via crc@ridgefieldct.org)					
A - 30	3.6.23	3.6.23 The BOF having a 4-1 part allotment. Why not 3-2?					
A - 31	3.6.23	3.6.23 BOS all running for reelection at the same time.					
A - 32	3.6.23	3.6.23 Changing term on the Commission on Aging from 3 to 2 years.					
A - 33	3.6.23	3.6.23 Various town committees not following FOIA meeting guidelines and not being properly noticed.					
A - 34	3.6.23	3.6.23 How would someone who's unaffiliated run for office without picking a side or being endorsed by the R or D party?					
A - 35	3.3.23 via email	<p><b>Section 6-1 Organization.</b></p> <p>Current Charter Language: The First Selectman shall provide each person appointed to a board with a copy of the ordinance, or other source, which defines the duties of the office.</p> <p>Suggested Change: The First Selectman shall provide each person appointed to a board with a copy of the ordinance, or other source <b>and a specific mandate, which defines the duties and limitations</b> of the office.</p>					

	NEW (in blue print)	
		ON HOLD
		PROPOSAL WITHDRAWN
		PROPOSAL DECLINED
		PROPOSAL APPROVED

**Charter Revision Commission 2023 - Change Request Tracker - Tab on "Board of Finance"**

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B - 1	2.24.23	<p><b>Section 4-15 Board of Finance</b></p> <p>Request #1 (Requested changes identified in red)</p> <p>Current Charter Language: (c) Annual Town report. [(17)] The Board of Finance shall prepare and publish the annual Town report electronically. The Board of Finance budget shall include an appropriation for the publication of the annual Town report.</p> <p>Suggested change: add the word <b>Financial</b> to annual Town Report. [1]</p> <p>Section 4-15 (c) This change is intended to clarify that the document described in this section of the Charter is a financial report, and not something broader and more open-ended. See also [7]</p> <p>Recommended wording: The Board of Finance shall prepare and publish the annual Town <b>Financial</b> Report electronically. The Board of Finance budget shall include an appropriation for the publication of the annual Town <b>Financial</b> Report.</p>	3/9/2023				
B - 2	2.24.23	<p><b>Section 4-15 Board of Finance</b></p> <p>Request #2 (Requested changes identified in red)</p> <p>Current Charter Language: (d) Annual financial report. [2]</p> <p>Suggested change: (d) Annual financial <b>audit and</b> report. [2]</p> <p>Rationale: Section 14-5 (d) This change is tied to Request #1 and is intended to clarify that the second key responsibility of the BOF is to oversee the annual financial audit of the Town, and to provide a report of the audit results to the public.</p>	3/9/2023				
B - 3	2.24.23	<p><b>Section 4-15 Board of Finance</b></p> <p>Request #3 (Requested changes identified in red)</p> <p>Current Charter Language: After the annual audit by an independent public accountant as provided by the General Statutes, the certification of such public accountant as to the scope of the audit shall be included in the Town's annual report.</p> <p>Suggested change...After the annual audit by an independent public accountant as provided by the General Statutes, the certification of such public accountant as to the scope of the audit shall be included in the Town's annual <b>financial</b> report</p> <p>Rationale: Section 4-15 (d) This change clarifies that the vehicle for delivery of the findings of the audit is the annual town financial report defined in subsection (c).</p>	3/9/2023				

**Charter Revision Commission 2023 - Change Request Tracker - Tab on "Board of Finance"**

As of 3.14.23

Item #	DATE	PROPOSAL/ISSUE	Initial Discussion	Additional Discussion on Submission	Code	Decision Date	Final Decision
B - 4	2.24.23	<p><b>Section 10-1 Budget.</b> Request # 4 (Requested changes identified in red)</p> <p>Current Charter Language: The budgets shall be prepared in such manner as the Board of Finance shall prescribe. The individual budget requests of each department, board or commission shall be signed by the Chair or department head and submitted to the Board of Selectmen and/or Board of Education for submission to the Board of Finance.</p> <p>Suggested change: The budgets shall be prepared in such manner as the Board of Finance shall prescribe. <del>The individual budget requests of each department, board or commission shall be signed by the Chair or department head and submitted to the Board of Selectmen and/or Board of Education for submission to the Board of Finance.</del></p> <p>Rationale: Section 10-1. We do not see that this requirement for formal signed submissions serves any effective control purpose within the budget process. If it is important, it is a process control that should be established and administered by the respective operating units. We recommend that this requirement be dropped as a specific element of the Charter.</p>	3/9/2023				
B - 5	2.24.23	<p><b>Section 10-2 Additional appropriations.</b> Request #5 (Requested changes identified in red)</p> <p>Current Charter Language: If both the Board of Selectmen and the Board of Finance approve the petition, the Board of Selectmen shall call a Special Town Meeting to be held within 45 days of approval by the Board of Selectmen. If either or both Boards vote to deny the petition or fail to act within said forty-five days of receipt of the verified petition, the Board of Selectmen shall remove the matter from the Town Meeting and submit the matter to referendum. Said referendum shall be held within 45 days of the denial or failure to act by either Board.</p> <p>Suggested change to be added to 10-2 (b)... If both the Board of Selectmen and the Board of Finance approve the petition, the Board of Selectmen shall call a Special Town Meeting to be held within 45 days of approval by the Board of Selectmen. <del>The Special Town Meeting may approve individual requests made by verified petition up to the amount of \$3,000,000 in aggregate for the year. If the amount of the request exceeds \$3,000,000, either as a single request or the request would bring the aggregate amount approved for that year to more than \$3,000,000, the request shall, after public hearing, also be submitted to referendum.</del></p> <p>Rationale: Section 10-2 (b) This wording is proposed to clarify that additional appropriation requests of more than \$3,000,000 a year arising from a petitioned town meeting would be subject to a referendum in addition to the town meeting. This would make the voter ratification requirement for such large amounts consistent with the requirements for other large additional appropriation requests established earlier in this section. The present Charter is silent on this question, making the process unclear.</p>	3/9/2023				
B - 6	2.24.23	<p><b>Section 10-2 Additional appropriations.</b> Request #6 (Requested changes identified in red)</p> <p>Current Charter Language: Transfers of funds between Town departments (except the Board of Education) require approval of the Board of Finance upon the request of the Board of Selectmen. Transfers within a department's budget (except the Board of Education) require approval from the Board of Selectmen only.</p> <p>Suggested change: Transfers of funds between Town departments (except the Board of Education) require approval of the Board of Finance upon the request of the Board of Selectmen. Transfers within a department's budget (except the Board of Education) require approval from the Board of Selectmen only. <del>The Board of Education is authorized to approve all transfers within its budget, but shall provide a summary report of transfer activity to the Board of Finance at the end of each fiscal year.</del></p> <p>Rationale: Section 10-2 (f) This amendment is intended to clarify existing practice, which is that transfers within the BOE budget are controlled solely within the BOE and do not involve/require additional approval by the BOS or the BOF.</p>	3/9/2023				



**Charter Revision Commission 2023 - Change Request Tracker - Tab on "Board of Finance"**

As of 3.14.23

Item #	DATE	PROPOSAL/ISSUE	Initial Discussion	Additional Discussion on Submission	Code	Decision Date	Final Decision
B - 7	2.24.23	<p><b>Section 10-3 Expenditures and accounting.</b></p> <p>Request #7 (Requested changes identified in red)</p> <p>Current Charter Language: Section 10-3 Expenditures and accounting. The fiscal year of the Town shall begin on July 1 and end on June 30 of the following calendar year. The system of accounts used by Town agencies shall be that prescribed by the General Statutes, as supplemented by regulations of the Board of Finance. The regulations of the Board of Finance shall also approve the form and procedures for orders to be drawn on the Treasurer by the Board of Selectmen. All officers, boards, commissions and committees shall comply with the regulations of the Board of Finance required by this section. Such regulations shall be adopted and may be amended by vote of the Board of Finance and shall not be inconsistent with this Charter and the General Statutes. All budget agencies shall submit within 90 days after the end of the fiscal year a summary report of their activities and accomplishments. The Board of Finance shall incorporate this information in the electronically published annual Town report. Said report shall be made available prior to the Annual Town and Budget Meeting</p> <p><del>Suggested change: All budget agencies shall submit within 90 days after the end of the fiscal year a summary report of their activities and accomplishments. The Board of Finance shall incorporate this information in the electronically published annual Town report. Said report shall be made available prior to the Annual Town and Budget Meeting.</del></p> <p>Section 10-3 We do not see this report being an appropriate responsibility of the BOF. The BOF already includes various exhibits of town activity metrics (e.g., population, miles of roads maintained, student counts, etc.) in its annual financial report, which is available to the public in advance of the annual town budget meeting. The BOF provides a formal presentation of the budget and related financial information at the public hearing on the budget as well as at the annual town budget meeting. In addition, the BOF does not have the staff or the capacity to produce such a formal report as is described in this section.</p> <p>If a formal report of this nature is desired by town voters, we recommend that the responsibility be transferred to some combination of BOS, BOE, and First Selectman.</p>	3/9/2023				

NEW (in blue print)	ON HOLD
	PROPOSAL WITHDRAWN
	PROPOSAL DECLINED
	PROPOSAL APPROVED

**Charter Revision Commission 2023 - Change Request Tracker - Tab on "Commission for Accessibility"**  
**As of 3.14.23**

Item #	DATE	PROPOSAL/ISSUE	Initial Discussion	al Discussion on Subn	Code	DecisionDate	Final Decision
C - 1	2/28/23	<p>From Commission for Accessibility:</p> <p>Section 5-7Commission for Accessibility.            [(18)]            The Commission for Accessibility shall consist of nine members appointed to staggered two-year terms. The Commission shall review the needs of people with disabilities of the Town and recommend policies based upon, but not limited to Title II of the Americans with Disabilities Act (ADA), and other such civil rights acts such as Fair Housing Act (FHA), Individuals with Disabilities Education Act (IDEA), and Rehabilitation Act (RHA), which apply to all State and local governments and all departments, agencies, special purpose districts, and other instrumentalities of State or local government ("public entities"), and recommend policies to the Board of Selectmen or other boards and commissions duly empowered to implement them. The Commission shall be authorized to file grant applications on behalf of the Town. (rec'd via <a href="mailto:crc@ridgefieldct.org">crc@ridgefieldct.org</a>)</p>					

	NEW (in blue print)	
		ON HOLD
		PROPOSAL WITHDRAWN
		PROPOSAL DECLINED
		PROPOSAL APPROVED

**Charter Revision Commission 2023 - Change Request Tracker - Tab on "Commisson on Aging"**

As of 3.14.23

Item #	DATE	PROPOSAL/ISSUE	Initial Discussion	Additional Discussion on Submission	Code	Decision Date	Final Decision
D - 1	3/7/23	<p>Initial Comment:</p> <p>Section 5-3 of the Ridgefield Town Charter reads as follows:                      "The Commission on the Aging shall consist of nine members serving three-year terms ending April 1. Three members shall be appointed each year.                      The Commission on the Aging shall study the needs of the elderly and coordinate municipal programs to meet those needs; and shall have powers and duties in accordance with the General Statutes and applicable ordinances."</p> <p>To effectuate the CoA's proposed revision described above, the CoA suggests deleting the first and second sentences of section 5-3 in their entirety and replacing them with the following:</p> <p>"The Commision on the Aging shall consist of nine members serving two-year terms ending April 1. Four members shall be appointed in even years and five members shall be appointed in odd years."</p>					
				NEW (in blue print)			
					ON HOLD		
					PROPOSAL WITHDRAWN		
					PROPOSAL DECLINED		
					PROPOSAL APPROVED		

# Charter Revision Commission 2023 - Change Request Tracker - Tab on ECDC

As of 3.14.23

Item #	DATE	PROPOSAL/ISSUE	Initial Discussion	Additional Discussion on Submission	Code
E - 1	3.8.23	<p><b>Section 5-8 Economic and Community Development Commission.</b></p> <p>Current Charter Language: The Economic and Community Development Commission shall consist of seven members serving one-year terms. The Commission will seek to implement orderly and planned economic development in keeping with the character of the Town.</p> <p><b>3.8.23 Initial Comment:</b> The Ridgefield Economic &amp; Community Development Commission respectfully requests that portions of both the Town Charter and the Town Code are revised in relation to economic &amp; community development. The ECDC's requested revisions are in <b>RED</b> below.</p> <p>Suggested Change: The Economic and Community Development Commission shall consist of <b>seven nine</b> members serving <b>one-year two-year</b> terms. The Commission will seek to....</p> <p><b>Note:</b> In addition to Charter Changes, the ECDC submitted Town Code Changes not recorded here.</p>			

NEW (in blue print)		
		ON HOLD
		PROPOSAL WITHDRAWN
		PROPOSAL DECLINED
		PROPOSAL APPROVED

**Charter Revision Commission 2023 - Change Request Tracker - Tab on "Finance and Taxation"**

As of 3.14.23

Item #	DATE	PROPOSAL/ISSUE	Initial Discussion	Additional Discussion on Submission	CODE	DISPOSITION	REASON FOR DECISION
F - 1	2.20.23	<p>3.9.23: <i>Updated Comment:</i> Per Dave Ulmer, the Board of Finance is comfortable with this recommendation.</p> <p>2.20.23 <i>Original Comment:</i> Revise Section 10.1 (c): The Annual Town and Budget meeting shall have the power to decrease the operating budgets of the Board of Education and the Board of Selectman as a whole and shall not address specific items.</p> <p>The current language allows the meeting to decrease or delete any line item.</p> <p>The budgets submitted by the BOE and BOS have been developed over many months with considerable input and analysis. Line-item reductions may have unintended consequences, including reducing or eliminating funding for State mandated programs. (rec'd via <a href="mailto:crc@ridgefieldct.org">crc@ridgefieldct.org</a>)</p>	3.9.23				
F - 2	3.1.23	<p>3.9.23 <i>Updated Comment:</i> Mike L will investigate further how other towns manage the cycle and process of a 3-vote option.</p> <p>3.1.23 Currently the Charter requires a vote on the annual budget. If the vote is No the budget can only be reduced. Brookfield does not have this limitation. Their charter allows people to vote Yes or No on the budget but allows No voters to indicate if the budget is too high or too low. I believe our charter should do the same. (rec'd via <a href="mailto:crc@ridgefieldct.org">crc@ridgefieldct.org</a>)</p>	3.9.23				
F - 3	3.3.23 via email	<p><b>Section 10-1 Budget.</b> (a) Preparation of the budget for the coming fiscal year. [(17)]</p> <p><b>Suggested Change: Add: NO BOARD, COMMISSION OR CIMMITTEE SHALL HAVE THE POWER TO IMPOSE ANY EXACTION, PENALTY, FEE OR OTHER FORM OF IMPOSITION OR DUTY TO PAY ON ANY ONE EXCEPT AS MAY BE APPORVED AT THE TOWN MEETING OR OTHERWISE AS MAY BE PERMITTED UNDER THIS CHARTER BY THE BOARD OF SELECTMEN, AND NO OTHER.</b> (rec'd via <a href="mailto:crc@ridgefieldct.org">crc@ridgefieldct.org</a>)</p>					

	NEW (in blue print)	
		ON HOLD
		PROPOSAL WITHDRAWN
		PROPOSAL DECLINED
		PROPOSAL APPROVED

Charter Revision Commission 2023 - Change Request Tracker - Tab on Information Technology

As of 3.14.23

Item #	DATE	PROPOSAL/ISSUE	Initial Discussion on Submission	Additional Discussion on Submission	CODE	DISPOSITION /DATE	REASON FOR DECISION
G - 1	2.10.23	<p>3.9.23 The Committee would like to see what the Board of Selectman recommends, if anything, before further exploring this proposal.</p> <p>Electronic Communication</p> <p>Proposed Charter Addition</p> <p>All Town of Ridgefield employees, elected officials, volunteers, and temporary workers shall conduct all electronic communication using a Town-provided email account with appropriate multifactor security measures. This fulfills the Town of Ridgefield's compliancy with cybersecurity insurance, Federal encryption and State/Federal standards.</p> <p>Reasoning</p> <p>This will protect the aforementioned personnel's personal email and electronic devices from FOIA requests, guarantee full transparency, fulfill record retention requirements, ensure cybersecurity protections are enabled and updated, and FIPS/other encryption. (rev'd via crc@ridgefieldct.org)</p>	3.2.23	3/9/23: Mr. Lordi moved, and Mr. Schirm seconded a motion to table the discussion of Mr. Neblett's suggested changes related to the use of Town email addresses to the Charter. Motion carried 9-0.			
G - 2	2.11.23	<p>3.9.23 <i>Discussion:</i> The Committee has asked Mr. Schirm and Mr. Larsen to create final draft wording for the Charter. Consensus is the bullets below are tactical in nature and would be part of the deliverables the Commission would work through.</p> <p>3.9.23 <i>Updated Recommendation:</i></p> <p>The creation of an Information Technology commission (of potentially five members, appointed to staggered two year terms) to provide advice and guidance on Town internet/broadband resources, town hall and various department hardware, backup emergency systems, cyber security practices, personal data privacy protection, town website and communications management, and advising town hall IT staff. Representative IT commission functions may include (but not be limited to) providing guidance and advice for the purpose of assisting the Town with respect to:</p> <p>(NOTE: The bullets are the same)</p> <p>3.1.23 <i>Updated Recommendation:</i></p> <p>The creation of an Information Technology commission (of potentially five members, appointed to staggered two year terms) to provide <del>tactical and strategic</del> advice and guidance on Town internet/broadband resources, town hall and various department hardware, backup emergency systems, cyber security practices, personal data privacy protection, town website and communications management, and advising town hall IT staff. <del>The commission will seek to involve all departments and boards in the town to improve the efficiency and cost of IT resources.</del> Representative IT commission functions may include (but not be limited to):<i>providing guidance and advice for the purpose of assisting the Town with respect to:</i></p> <ol style="list-style-type: none"> <li>Administration of fast, reliable, and secure internet access for all Town offices.</li> <li>Monitor and replace (when necessary) all Town IT hardware and backup systems.</li> <li>Maintenance procedures regarding Town's cyber security practices (which will likely include interface with Town's Insurance Risk Committee to insure compliance with any applicable insurance carrier's cyber insurance requirements).</li> <li>Management of Town's website (including simplification of access to Town information online).</li> <li>Management of all data storage (including cloud based backup and disaster recovery), <del>including compliance with new CT law (CTDPA) going into effect on July 1, 2023.</del></li> <li>Research how to improve Town related correspondence utilizing technology.</li> <li>Information sharing across various Town departments, boards, committees, etc.</li> <li>General Town IT maintenance and support.</li> <li>Manage outsourced IT professionals.</li> </ol>	3.2.23	3/9/23: Mr. Lordi moved, and Mr. Rettger seconded a motion to table the discussion of Mr. Larsen's and Mr. Schirm's - Proposed creation of an IT Oversight Committee. Motion carried 9-0.			
			NEW (in blue print)				
						ON HOLD	
						PROPOSAL WITHDRAWN	
						PROPOSAL DECLINED	
						PROPOSAL APPROVED	

**Charter Revision Commission 2023 - Change Request Tracker - Tab on "Insurance and Risk Mgmt"**  
**As of 3.14.23**

Item #	DATE	PROPOSAL/ISSUE	Initial Discussion on Submission	Additional Discussion on Submission	CODE	DISPOSITION	REASON FOR DECISION
H - 1	2.24.23	<p>From Insurance and Risk Management Committee:</p> <p>I note that the Charter does not include any overview of the existing committees, including the Insurance and Risk Management Committee that I am involved with. Is this done purposefully or should there be an overview of those committees and their responsibilities that should also be included? If the committees provide a value to the town, explaining what they do could be beneficial to the reader.(rec'd via crc@ridgefieldct.org)</p>	<p>3/2/23: Mr. O'Brien responded to an email from Ms. Mucchetti. Mr. O'Brien recommended that the CRC review why existing committees are not enumerated in the Town Charter.</p>				

NEW (in blue print)		ON HOLD
		PROPOSAL WITHDRAWN
		PROPOSAL DECLINED
		PROPOSAL APPROVED

Charter Revision Commission 2023 - Change Request Tracker - Tab on Technical Changes  
As of 3.14.23

Item #	DATE	PROPOSAL/ISSUE	Initial Discussion	Additional Discussion on Submission	Code	Decision Date	Final Decision
I - 1	2.11.23	Sections 9.1 and 9.9 of the Charter identifies the "Director of Civil Preparedness". The Town now has an "Emergency Management Operations" team led by the Direct of Emergency Management (rec'd via 2.11.23 Public Hearing)	2/23/2023	3/2/23: Mr. Rettger moved, and Mr. Lordi seconded a motion to table the discussion of revising Section 9-1 and Section 9.9 of the Charter to a future meeting. Motion carried 6-0.			
I - 2	2.11.23	1)We should ask the Town Attorney to review the various references in the Charter to state statutes to make sure the references are still correct – that is, the state statute sections have not been amended in such a way as to change the intended section reference. Also, some Charter sections cite specific sections of Connecticut General Statutes, while other section say something like "prescribed by law". Is there a reason that more general reference is used in some cases?	2/23/2023	3/2/23: Mr. Rettger moved, and Mr. Lordi seconded a motion to table the discussion of Mr. Rettger's suggested review of the various references in the Charter to Connecticut General Statutes as drafted by Mr. Zagorec to a future meeting. Motion carried 6-0.			
I - 3	2.11.23	3)The terms "agency" and "department" are used inconsistently in the Charter. In some cases, they are used seemingly interchangeable to mean the same thing, in other areas, they seem to imply different types/levels of organizational entities. There is a definition of "Town agency", but it is very broad and confusing. It might be helpful to add more specific definitions of the terms in the Charter and then align the Charter language to the definitions where needed. (For example, Sec 7-3 (j) references budget transfers between "any Town agency". Sec 10-2 references budget transfers between and within Town "departments".)	2/23/2023	3/2/23: Mr. Rettger moved, and Mr. Cascella seconded a motion to table the discussion of Mr. Rettger's suggested review of the terms "agency" and "department" in the Charter to a future meeting. Motion carried 6-0.			
I - 4	2.11.23	3.1.23 <i>Final Recommendation:</i> [2]Delete the ability for an elected board/commission not enumerated in the Charter to be created by ordinance/town meeting. <del>Section 4-17. Additional elective boards and commissions. (7). By ordinance submitted to and approved by the Town Meeting, additional elective boards may be established, as provided for in the General Statutes. Such ordinance shall specify the board's powers and duties, enabling statute, terms of office, and method of filling vacancies.</del>  2.11.23 <i>Initial Comment:</i> 5)Sec 4-17 Authorizes the creation of additional elective boards not specifically defined by the Charter. This authorization appears to be open-ended as to time/duration. Should we consider language that would somehow require such new elective boards to be presented to voters at the next Charter revision? Two options would seem to be available: a.Add language to Sec 4-17: Any such board established pursuant to this section which is not recommended for inclusion in the Charter in the next Charter revision process and approved by the voters shall sunset and cease to continue in operation upon completion of that next Charter revision cycle b.Delete Sec 4-17 in its entirety, with the implicit result that additional elective Boards could only arise through the Charter revision process. (Note that under this option, the Town could still establish appointive boards/committees for urgent matter meriting such attention between Charter revision cycles, under Sec 5-16.)	2/23/2023	3/2/23: Mr. Rettger moved, and Mr. Larsen seconded a motion to table the discussion on Mr. Rettger's suggested deletion of Section 4-17 of the Charter to a future meeting. Motion carried 6-0.			
I - 18	2.11.23	<del>Section 4-17</del> ..... allows the Town Meeting to establish additional elective boards beyond what is enumerated in the Charter. Currently, there is no requirement to add these boards to the Charter. Mr. Rettger suggested that one way to address this issue is to amend Section 4-17 to add language that any such elected board created by a Town Meeting would need to be incorporated into the next Charter revision. The board would be dissolved if it was not incorporated in the revision.(rec'd via 2.11.23 Public Hearing)					
					NEW (in blue print)		ON HOLD
							PROPOSAL WITHDRAWN
							PROPOSAL DECLINED
							PROPOSAL APPROVED



From Item #2

**Section 4-18. ~~Alternating t~~Terms of office ~~and transition~~. [(16)]**

The number of ~~members~~ officers elected to boards ~~other than Board of Education and Planning and Zoning Commission~~ at regular Town elections during each successive four year interval shall ~~continue to~~ be as follows:

	Regular Town Election of	
	2023 and <del>Quadrennially</del> every 4 years	2025 and <del>Quadrennially</del> every 4 years
	<del>t</del> Hereafter	<del>t</del> Hereafter
<del>Board of Education</del>	5	4
<del>Planning and Zoning Commission</del>	4	5
Board of Appeals on Zoning	1 + 1*	1 + 1*
Board of Appeals on Zoning – alternates	(as determined by ____ successive five-year terms)	
Board of Assessment Appeals	1	2
Board of Police Commissioners	2	3
Board of Finance	3	2
<del>Inland Wetlands Board</del>	4	3

\*Members ~~Officers~~ elected to a deferred term of office, starting on the succeeding year.

**Charter Revision Commission 2023 - Change Request Tracker - Tab on Town Clerk**  
As of 3.14.23

Item #	DATE	PROPOSAL/ISSUE	Initial Discussion	Additional Discussion on Submission	Code	Decision Date	Final Decision
J - 1	2/8/23	<p>3.9.23 update: Based on research conducted by Wendy and Mike R's conversation with her, this proposal is now withdrawn. Per Wendy (via email), "If you view the video ( [ https://www.ridgefieldct.org/board-selectmen/pages/meeting-videos   Meeting Videos   Ridgefield CT ] ), at 1:00:54 in the Selectman's Report Rudy states that in 2020 the legislature passed a law stating that if a trustee does not have tax liability for the trust, they don't qualify to vote in a referendum according to State Statute 7-6 that says you must have at least \$1,000 of tax liability to vote."</p> <p>Section 3-2 Members of the Town Meeting. Members of the Town Meeting shall be electors of the Town or property owners entitled to vote at Town Meetings as prescribed in the General Statutes, except in the case of a Town Meeting considering a recall referendum, when it shall be restricted to electors of the Town.</p> <p>Feedback: Should we address non-resident trustee of trust that owns taxable property in the Town of Ridgefield voting in STM and the mechanism to do so? (rec'd via crc@ridgefieldct.org)</p>	2/23/2023	3/2/23: Mr. Lordi moved, and Mr. Larsen seconded a motion to table the discussion on Ms. Lionetti's suggested change to Section 3-2 of the Charter to a future meeting. Motion carried 6-0.		3/9/2023	3/9/23: Per Law, if a trustee does not have tax liability for the trust, they don't qualify to vote in a referendum according to State Statute 7-6 that says you must have at least \$1,000 of tax liability to vote."
J - 2	2/8/23	<p>Section 3-7 Organization and procedure. meeting. Meetings shall be <del>electronically-tape</del> recorded. Such <del>tape</del> electronic recordings shall not eliminate the customary written minutes of the meeting,..... (rec'd via crc@ridgefieldct.org)</p>	2/23/2023			3/2/2023	3/2/23: Mr. Rettger moved, and Mr. Lordi seconded a motion to recommend revising Section 3-7 of the Charter to incorporate Ms. Lionetti's suggested change, as amended. Motion carried 6-0.
J - 3	2/8/23	<p>3.9.23: After further Commission discussion, the following is suggested (Tom has confirmed this is acceptable to Wendy as well) Except as otherwise provided by this Charter or the General Statutes, all elective Town officers shall take office on the second Tuesday following the day of the regular Town election at which they were elected, and they shall continue in office until their successors have been chosen and qualified. Officers who are elected for a deferred term of office shall take office the following year, on the second Tuesday following the day of the regular state elections. <b>Except as otherwise expressly provided for by this Charter, the Town Clerk, Registrars of Voters, and Judge of Probate shall take office as provided for by General Statutes.</b></p> <p>3.9.23 <i>Updated Comments</i> (from Wendy) I think the suggested revision to 4-3 as shown below is appropriate and a logical solution to the issue.</p> <p>Suggested change to be: Officers who are elected for a deferred term of office shall take office the following year, on the second Tuesday following the day of the regular state elections; <b>Judge of Probate shall take office on the first Monday of January succeeding their election. Except as otherwise expressly provided for by this Charter, the Town Clerk and the Registrars shall take office as provided by General Statutes.</b></p> <p>3.9.23 <i>Updated Comments</i> (from Tom) Re: your comment to 4-3, do you think it would work if we reworked the 2nd paragraph as follows:</p> <ol style="list-style-type: none"> <li>In the last sentence, only refer to Judge of Probate, and delete the references to Town Clerk and Registrars of Voters; and</li> <li>Add a new sentence to the end of the paragraph to simply state: <b>"Except as otherwise expressly provided for by this Charter, the Town Clerk and Registrars of Voters shall take office as provided for by General Statutes."</b></li> </ol> <p>2.8.23 <i>Initial Comment</i>: Section 4-3 Town elections: Per the Charter, "Registrars of Voters and Judge of Probate shall take office on the first Monday of January succeeding their election."</p> <p>Feedback: This is inconsistent with state statutes Sec 9-189a: Per Sec. 9-189a. Four-year terms for town clerks, registrars and treasurers. Notwithstanding the provisions of sections 9-189 and 9-190a, any town or municipality may, by charter or ordinance, provide that the treasurer or the town clerk of said town or municipality, or the registrars of voters of said town, or any of such officers, shall, at the next succeeding regular election for such office and thereafter, be elected for a term of four years. In such event, such four-year term shall begin on the first Monday of January succeeding an election for treasurer or town clerk, except as provided in section 9-187a, and from the Wednesday following the first Monday of January succeeding an election for registrars of voters, provided, if any such town or municipality holds its town or municipal election on the first Monday of May of the odd-numbered years, the term of such treasurer or town clerk shall begin on the first day of July following the election, except as provided in section 9-187a. (rec'd via crc@ridgefieldct.org)</p>	2/23/2023	3/2/23: Mr. Lordi moved, and Ms. Christiansen seconded a motion to table the discussion on Ms. Lionetti's suggested change to Section 4-3 of the Charter to a future meeting. Motion carried 6-0.		3/9/2023	3/9/23: Mr. Rettger moved, and Mr. Casella seconded a motion to recommend revising Section 4-3 of the Charter to incorporate Ms. Lionetti's suggested change as drafted by Mr. Larsen. Motion carried 9-0.
J - 4	2/8/23	<p>3.9.23 <i>Updated Comments from Wendy</i>:</p> <p>Regarding the certification requirements, I have been researching other town charters ( [ https://www.jud.ct.gov/lawlib/ordinances.htm   CT Ordinances and Charters by Town - CT Judicial Branch Law Library Services ] ) and haven't found any that specify certification as a requirement for Town Clerks and Tax Collectors. Jane and I may be the only elected officials wanting it! But just because it doesn't exist yet doesn't mean it shouldn't. I will leave that decision up to the CRC.</p> <p>2.8.23 <i>Initial Comment</i>: Section 4-4 Board of Admission of Electors The Town Clerk and the registrars of voters shall constitute the board of admission of electors in accordance with the provisions of Section 9-15a of the General Statutes.</p> <p>Feedback: Include certification requirements of Town Clerk and Tax Collector within the first term (Town Clerk shall achieve certification of the CT Town Clerk Association as soon as possible upon taking office; Tax Collector shall achieve certification from CT Tax Collector Association as soon as possible upon taking office. (rec'd via crc@ridgefieldct.org)</p>	2/23/2023	3/2/23: Mr. Lordi moved, and Ms. Christiansen seconded a motion to table the discussion on Ms. Lionetti's suggested change to Section 4-4 of the Charter to a future meeting. Motion carried 6-0.		3/9/2023	3/9/23: Mr. Lordi moved, and Mr. Larsen seconded a motion to decline to recommend revising Section 4-4 of the Charter. Motion carried 9-0.

**Charter Revision Commission 2023 - Change Request Tracker - Tab on Town Clerk**  
As of 3.14.23

Item #	DATE	PROPOSAL/ISSUE	Initial Discussion	Additional Discussion on Submission	Code	Decision Date	Final Decision
J - 5	2/8/23	<p>3.9.23 Updated wording as suggested by Mr Zagorec: A person who at the time of his or her election is not both an elector and resident of the Town shall not be eligible for election to any Town office, and any person ceasing to be either an elector or resident of the Town shall immediately notify the Town Clerk, in writing. <b>Such person shall and thereupon</b> cease to hold elective office in the Town and the office shall be deemed vacant <b>as of the date such person ceased to be either an elector or resident of the Town and such vacancy shall be filled</b> pursuant to Section 4-7.</p> <p>Section 4-5 Eligibility for election to Town offices.</p> <p>Per the Charter: "A person who at the time of his or her election is not both an elector and resident of the Town shall not be eligible for election to any Town office, and any person ceasing to be either an elector or resident of the Town shall immediately notify the Town Clerk, in writing, and thereupon cease to hold elective office in the Town and the office shall be deemed vacant and filled pursuant to Section 4-7."</p> <p>Feedback: Ambiguous language regarding when the replacement process begins (see 2022 Ken Sjoberg BOE resignation: sold house 6/14/22 &amp; moved to FL; Town Clerk received resignation ltr 8/15/22 (ltr was dated 7/25/22) &amp; K Sjoberg stated resignation effective 7/30/22, giving BOE only 14 days to appoint replacemt. (rec'd via crc@ridgefieldct.org)</p>	2/23/2023	3/2/23: Mr. Rettger moved, and Mr. Larsen seconded a motion to table the discussion on Ms. Lionetti's suggested change to Section 4-5 of the Charter to a future meeting. Motion carried 6-0.		3/9/2023	3/9/23: Mr. Cascella moved, and Mr. Schirm seconded a motion to recommend revising Section 4-5 of the Charter to incorporate technical changes drafted by Mr. Zagorec. Motion carried 9-0.
J - 6	2/8/23	<p>3.9.23 Updated wording as suggested by Mr Zagorec:</p> <p>In the event an elected Town office becomes vacant, due to a tendered written resignation or any other cause, the Board of Selectmen, within 30 days of the later of: (a) the effective date of the vacancy, or (b) the date the Town Clerk receives written notice of, or otherwise becomes aware of, the vacancy, shall, by majority vote, appoint an interim replacement for the unexpired portion of the term or until the next regular election as defined in Section 9-1 et seq. of the Connecticut General Statutes, as amended, whichever event shall first occur. Within seven days of the later of: (a) the effective date of the vacancy, or (b) the date the Town Clerk receives written notice of, or otherwise becomes aware of, the vacancy, <del>said vacancy</del>, notice shall be given by the Board of Selectmen, for publication, in a newspaper having general circulation in the Town for the purpose of filling said vacancy. [(18)]</p> <p>"In the event an elected board or commission member's position becomes vacant due to a tendered resignation or any other cause, such board or commission, within 30 days of the later of: (a) the effective date of the vacancy, or (b) the date the Town Clerk receives written notice of, or otherwise becomes aware of, the vacancy, shall, by majority vote, appoint an interim replacement for the unexpired portion of the term or until the next regular election as defined in Section 9-1 et seq. of the Connecticut General Statutes, as amended, whichever event shall first occur. If such board or commission fails to fill a vacancy within such 30-day period, the Board of Selectmen shall fill the vacancy by majority vote. Within seven days of the later of: (a) the effective date of the vacancy, or (b) the date the Town Clerk receives written notice of, or otherwise becomes aware of, the vacancy, <del>said vacancy</del>, notice shall be given by such board or commission, for publication, in a newspaper having general circulation in the Town for the purpose of filling said vacancy" . [(18)]</p> <p>Section 4-7 Vacancies; elective boards, offices and commissions.</p> <p>Per the Charter: "In the event an elected Town office becomes vacant, due to a tendered written resignation or any other cause, the Board of Selectmen, within 30 days, shall, by majority vote, appoint an interim replacement for the unexpired portion of the term or until the next regular election as defined in Section 9-1 et seq. of the Connecticut General Statutes, as amended, whichever event shall first occur. Within seven days of said vacancy, notice shall be given by the Board of Selectmen, for publication, in a newspaper having general circulation in the Town for the purpose of filling said vacancy. [(18)]"</p> <p>"In the event an elected board or commission member's position becomes vacant due to a tendered resignation or any other cause, such board or commission, within 30 days, shall, by majority vote, appoint an interim replacement for the unexpired portion of the term or until the next regular election as defined in Section 9-1 et seq. of the Connecticut General Statutes, as amended, whichever event shall first occur. If such board or commission fails to fill a vacancy within 30 days, the Board of Selectmen shall fill the vacancy by majority vote. Within seven days of said vacancy, notice shall be given by such board or commission, for publication, in a newspaper having general circulation in the Town for the purpose of filling said vacancy"</p> <p>Feedback: &gt;&gt;Ambiguous language regarding when the replacement process begins (see 2022 Ken Sjoberg BOE resignation: sold house 6/14/22 &amp; moved to FL; Town Clerk received resignation ltr 8/15/22 (ltr was dated 7/25/22) &amp; K Sjoberg stated resignation effective 7/30/22, giving BOE only 14 days to appoint replacemt (rec'd via crc@ridgefieldct.org)</p>	2/23/2023	3/2/23: Mr. Lordi moved, and Mr. Rettger seconded a motion to table the discussion on Ms. Lionetti's suggested change to Section 4-7 of the Charter to a future meeting. Motion carried 6-0.		3/9/2023	3/9/23: Mr. Rettger moved, and Mr. Larsen seconded a motion to recommend revising Section 4-7 of the Charter to incorporate technical changes drafted by Mr. Zagorec. Motion carried 9-0.
J - 7	2/8/23	<p>Section 9-7 Constables. Per Charter: "may appoint and may remove or replace the Constables, whose total number shall not exceed seven."</p> <p>Feedback: &gt;&gt;Reduce total number to four?&gt;&gt;see 12/11/19 BOS meeting minute (rec'd via crc@ridgefieldct.org)</p>	2/23/2023			Withdrawn 2/23/23	Charter allows up to seven and the BOS can decide which ones
J - 8	2/8/23	<p>3.1.23 <i>Final Recommendation</i> from Mr. Rettger</p> <p>Establishing an annual cycle for election of board/committee officers</p> <p>Section 6-1. Organization.</p> <p>Except as otherwise provided in this Charter, all boards shall, <b>meet</b> within 30 days of taking office <b>and annually thereafter, shall</b> elect a Chair and Secretary. <b>Boards and</b> may make regulations for the conduct of their meetings and the execution of their duties. Such regulations and any amendments to them shall be filed with the Town Clerk, and shall be public records</p> <p>2.8.23 <i>Initial Comment</i>: Section 6-1 Organization; I also request the Charter Revision Commission consider add language requiring appointed boards and commissions to hold annual elections of officers</p>	2/23/2023			3/2/2023	3/2/23: Mr. Cascella moved, and Mr. Larsen seconded a motion to recommend revising Section 6-1 of the Charter to incorporate Ms. Lionetti's suggested change as drafted by Mr. Rettger. Motion carried 6-0.

	NEW (in blue print)	
		ON HOLD
		PROPOSAL WITHDRAWN
		PROPOSAL DECLINED
		PROPOSAL APPROVED

Charter Revision Commission 2023 - Change Request Tracker - Tab on Water Pollution Control  
As of 3.14.23

Item #	DATE	PROPOSAL/ISSUE	Discussion	Discussion on Submi	Code	DecisionDate	Final Decision
K -1	3/3/23	The WPCA would like to formally propose an addition to the Town Charter that would allow the WPCA to appoint two alternates to its board. Under current regulations, the WPCA is composed of five members.					
K -2	3/3/23	In addition, now many years ago, the Board of Selectman (BOS) determined that it would be helpful to appoint one of their members to the WPCA as a voting member. This has not been formalized in the regulations outlining the WPCA's makeup. The purpose of such appointment has been to create a robust means of communication between the BOS and the WPCA, maintaining familiarity between both the WPCA and the BOS with matters pertaining to the Town's wastewater system and its operation, maintenance, and capital projects. While the WPCA did not request such change, the Charter Revision Committee could review if it should be formalized.					
				NEW (in blue print)			ON HOLD
							PROPOSAL WITHDRAWN
							PROPOSAL DECLINED
							PROPOSAL APPROVED