

MEETING NOTICE
Charter Revision Commission Meeting
Monday, November 8, 2021
6:30 p.m.
Via Webex
Fairfield, CT

A recording of this meeting can be found here: <https://www.youtube.com/watch?v=2O6GVVUKWyE>

DRAFT MINUTES

MEMBERS PRESENT: Bryan Cafferelli-Chair, Chris Brogan-Vice Chair, Marlene Battista-Secretary, Pamela Iacono, John Mitola, John Wynne

MEMBERS ABSENT: Jay Gross

OTHERS PRESENT: Town Attorney James Baldwin, Attorney Steven Mednick, FairTV, elected officials and members of the public.

I. Call to Order

Chairman Bryan Cafferelli called the meeting to order at 7:00pm.

II. Roll Call

Recording Secretary Pru O'Brien took the roll call. Jay Gross was absent.

Mr. Cafferelli led the Pledge of Allegiance.

III. Information Item: Public Email Comments (Posted on CRC Webpage)

Mr. Cafferelli thanked those who sent emails and explained that they are read and gathered into the Comment Grid, as well as into documents for the meeting backup. Vice Chairman, Chris Brogan said he also appreciates the emails and the comments at the meetings. He suggested any public new to the Charter Revision Commission meetings, go to the information from the 9/22/21 meeting backup and see the whole presentation submitted by Attorney Mednick.

IV. Approval of Minutes: October 14, 2021 and October 28, 2021

John Mitola made a motion to approve the minutes as written for both 10/14/21 and 10/28/21 CRC meetings. Marlene Battista seconded the motion.

The motion carried unanimously.

V. Testimony of Elected Public Officials

Karen Wackerman, RTM, District 7

- §2.3D-Town Elections and Terms of Office and §4.4A-Annual Meetings, Organizations and Elections conflict. Ms. Wackerman asked that those be reviewed and questioned whether they need to be in the Charter.
- Eliminate the need for the BOS to review contracts. It is important that another body reviews them, and she encouraged the CRC not to eliminate that.
- RTM Structure- The Assistant Town Attorney doesn't have to be in the Charter. In the past, that person was assisting the RTM.
- RTM doesn't have a corresponding department. Can the RTM have use of a staff person if necessary?

Roger Autouri, Town Constable

- Mr. Autouri read the minutes from 10/28/21 which mention eliminated Town Constables. They work with Probate Court and serve participants in hearings and file returns with Probate at no cost to the town. Their fees are paid by the town participants. He referred to State Statutes, §52-50, §52-896, Title 7-95 sec 789.

Karen McCormack-RTM District 2

- Speaking as a citizen with experience, she has gone through serving the RTM for two years. The size of the RTM is too large and inefficient. It is the same 10-15 RTM members who engage and give input. She suggests scaling back the RTM to below 40 members.

Dru Georgiadis-RTM District 9

- Ms. Georgiadis is in her third term and having the 4 members in her district. She said it takes away the incumbency advantage.

William Gerber-RTM District 2

- Finishing fourth term and thinks no redistricting proposal should come out of the Charter Revision Commission without redistricting committee approval.
- Town Attorney should be separated from the First Selectperson. Mr. Gerber feels that the Town Attorney is too close to the First Selectperson and is serving as an attorney to the First Selectperson and not the town.
- Recent issued with contract reviews, especially with the Julian contract. Mr. Gerber said the review should be based on risk and not the dollar amount.
- Not proper to judge the number of RTM members by who speaks at meetings. Not everyone feels comfortable speaking. Forty members is fine, thirty is too few.

Jill Vergara-RTM District 7

- Broadcast Charter Revision Commission meetings live on FairTV and WebEx for the public.
- Doesn't agree with the issues of the RTM relating to size.
- It is an interesting idea to have the RTM nonpartisan. Elections are through the people and not how they are affiliated.
- Lack of resources for the RTM. Since there is no staff, it is difficult at times to legislate. She is a lawyer but needs a staff attorney focused on RTM.
- She doesn't know why there is a big focus on the RTM. She suggested keeping the town structure to prevent what happened with Penfield and other issues in the town.

Sharon Pistilli-RTM District 3

- Reducing the size of the RTM expands ground that needs to be covered and will become less representative. Keeping the current size allows accessibility.
- It is important to align commissions with organization of town government.
- CRC should have more opportunities for elected and newly elected to speak in public.

Kate Braun

- Concerns with aligning departments and commissions. Would advise to be cautious it won't do anything to denigrate what Conservation supports. As a coastal community with climate change, there needs to be more, not less support for conservation. Conservation supports many boards and commissions.

- Would like to see something in the charter regarding retaining and maintaining conservation and wetlands records.
- Suggested a commission for Public Works.

Jay Wolk-RTM District 5

- Wanted to acknowledge that the meeting is being shown live on FairTV.
- RTM has room for improvement, but not reducing number of members.
- He is a duly elected Constable. Very rewarding part of the court and the town isn't absorbing any expenditures to keep Constables.

John Kuhn-RTM District 7

- Newly elected to the RTM and doesn't have tenure but has gotten help and support from others that ran in his district RTM. He feels it is a small percent of the community.

Some comments from the CRC:

John Mitola was intrigued about RTM members petitioning candidates and not being endorsed by a party. Pam Iacono stated that there are petitions and suggested a follow up discussion with Attorney Mednick. Chris Brogan commented on a suggestion to align departments and commissions. He said if department functions change, the commission needs to align with that and other departments.

VI. Discussion of Next Steps

The next meeting is scheduled for Tuesday, November 16, 2021. It will be a Commission Level Set meeting. Attorney Mednick thanked all the officials who spoke and said this is the last of the Due Diligence meetings. The Level Set is the first opportunity the Commission has to look at the Comment Grid and get a sense of priorities. The Commission can also raise their concerns about what they have/have not heard. Some issues will require legal research and comparative data from like sized communities. Some will have panel discussions and may require more than one meeting. Tentatively, the 12/9/21 meeting will have public comment. There are several issues on a limited time frame as set by State Statute. Bryan Cafferelli wants to be sure the CRC is headed in the right direction and will keep updates on the website as to the 12/9/21 meeting regarding whether or not it will be hearing public comments.

The 2022 meeting dates will be set at one of the December meetings.

VII. Adjournment

Pam Iacono made a motion to adjourn. Marlene Battista seconded the motion. The meeting adjourned at 7:45pm.

Respectfully submitted,

Pru O'Brien
Recording Secretary

Charter Revision Commission Emails as of 3pm 11/12/21

Jenn jljacobsen4@aol.com

Monday, November 8, 2021 at 12:46 PM

Good Afternoon All,

I am hoping to join this evening's meeting, however I have another BOE responsibility this evening which I am not certain will finish by 6:30.

As such, I am sending along a few thoughts.

If you have any questions, please let me know.

Thank you,
Jennifer Jacobsen

Representation:

Currently, our charter carries an important principle for Fairfielders, that each of our voting districts has equal representation. We are a diverse community. Different neighborhoods have different concerns. Each of their voices, from across our community, is critical to maintain in our representation. My chief concern is less representation, from less areas, lost and imbalanced voice, and an over representation or concentration of perspective and power. Should changes go before the people, I will seek balanced and equal voice from all areas of our town.

One area that has bothered me personally, is that we are the only town in the state to not have a majority/minority rule on our representative body. All other main boards do. What has been the rationale for this being the 1 main board not to?

Terms/Conditions:

I think 4 years for BOE is the right number.

I question the rationale for:

- · Legislative body being 2 years with no majority/minority
- · BOS being 4 years with majority/minority of 3 people.
- · BOF being 6 years with a 6-3 allowable
- · BOE being 4 with 5-4 allowable.

None of these align

Rotating is important so you are not overturning all at once.

I also think BOS being 3 is an issue as too small

Remove the default of someone who runs for FS, but defaults to Selectman. Never made sense to me. They run for an office. They are on a ballot for an office. People vote on that specific position, but they can end up in another office they were not on the ballot for? You run for what you run for. Moving to 5 is an idea for BOS to consider.

Budget Appeals: Apply to all - FS, BOS/Exec, not just BOF. What is the rationale for legislative body appeals only applicable to BOF?

Purchasing Authority:

Recognized as an issue. I know policy is being worked on. Not sure if the Charter or policy is the place to address this. One idea is to have BOE be it's own purchasing agent or address it in a new policy/charter, but adding comment on the need for changes in purchasing.

Good afternoon,

Vitale, Christine CVITALE@fairfieldschools.org

Monday, November 8, 2021 at 4:56 PM

Thank you for taking on this very important work. I am hoping to join the meeting tonight, but I also have a Board of Health meeting this evening so may not be on for long.

A couple of initial thoughts:

1. I do think that the 4 year term should remain in place for the Board of Education.
2. I would like to see more consistency between town Boards in regards to minority representation. The Board of Education and Board of Finance are both 9 member boards; yet the BoE typically maintains a 5-4 majority while the BoF has functioned for years with a 6-3 majority.
3. I would ask you to consider adhering to language in state statute regarding filling a vacancy on the Board of Education. Should a vacancy occur on BoE, allow the vacancy be filled by remaining BoE members rather than by BoS. The BoE should have a better understanding of the BoE's agenda and therefore be more qualified to fill a vacancy should it arise. For a point of comparison, West Hartford takes this approach. From the West Hartford charter,

Any vacancy on the board of education shall be filled within ninety days from its occurrence by appointment by the board of education for the unexpired portion of the term or until the next biennial election, whichever shall be sooner; provided that when the person vacating the office shall have been elected as a member of a political party, such vacancy shall be filled by the appointment of a member of the same political party upon nomination by a board of education member of the same political party, if any. Upon the failure of the board of education to fill said vacancy, it shall be filled by appointment by the council in the same manner as hereinabove set forth. If there shall be a biennial town election before the expiration of the term of any office in which a vacancy occurs, such office shall be filled until said election by appointment as provided herein, and subsequently by the election of a person to fill that office for the remaining portion of the term, and such person shall take office upon election.

4. In regards to the town acting as purchasing authority for BoE--I would ask that BoE be given an official avenue to review/adopt town purchasing policy for FPS purchases or allow FPS to act as its own purchasing authority. School district has some unique expenditures that might require a different policy than those used for municipal services. Need more collaboration on this.

Best,

Christine Vitale

Fairfield Board of Education, Chair

Peterson, Jeff JPETERSON@fairfieldschools.org

Monday, November 8, 2021 at 5:22 PM

Thank you for the opportunity to comment on the ongoing charter review process. I am a current member of the Fairfield Board of Education.

By and large, I believe the charter's current outline for the Board of Education serves the town fairly well. But if it helps in the discussion:

1. **I think the minority representation clause (§8.2.A) serves a very useful function in our case.** We are not meant to be a "political" body; nevertheless, having members from multiple political parties increases viewpoint diversity on our board, which I believe leads to more thorough debates and better outcomes. Additionally, we serve to represent the families of Fairfield, who themselves cover a very broad spectrum of views. In a case where the seats are held by whichever political party is ascendant, this representation may not be as robust. And keep in mind that the current charter provision for a possible 6-3 majority (which I experienced in my first two years in office) still has great power to shape policy.
2. **There is an argument to be made to return to six-year terms for Board members (see §1.4.A as well as §2.3.B and C.** As you recall, BoE terms were six years prior to the last charter revision. I believe the argument at the time was that six years is a long stretch, and a shorter term might serve to attract more people to the office and limit attrition. While I believe these arguments to be well founded, they should be balanced against the very steep learning curve that comes with this job, not to mention the fact that we often deal with very long-term problems that are helped by broad longitudinal and institutional knowledge. Given this backdrop, six years feels like a more natural term to me.

Sincerely,

Jeff Peterson

Judith Ewing jeewing8@outlook.com

Tuesday, November 9, 2021 at 8:12 AM

SUMBITTED BY: Judy Ewing
98 Sasco Hill Terrace
Fairfield, CT

DISCUSSION POINTS RE: ARTICLE I. – ARTICLE XIV.

ARTICLE II. Elected Officials and Elections

Sec. 2.2. Minority Representation A., B., C. (ADD: cross-reference to ARTICLE III Appointed Officers and Permanent Boards and Commissions, Sec. 3.2., and to ARTICLE VIII Elected Boards and Commissions, Sec. 8.1.C.)

ADD a section that refers to Section 9 -167a (a)(1) of the General Statutes Minority Representation re: maximum number from one party whether elected or appointed, and 9-167a (d) re: unexpired terms. "If an unexpired portion of a term is to be filled at the same time as a full term, the unexpired term shall be deemed to be filled before the full term..." In addition, results for candidates for shorter terms are determined prior to those running for longer terms. (History: This latter provision was overlooked during a past election.) (JE)

ADD: "Any vacancy occurring which is to be filled by appointment, shall be filled by the appointment of a member of the same political party as that of the vacating member." (JE)

ADD a reference to Sec. 9-322b. of the state statutes re: a candidate elected to two or more municipal offices: "The candidate shall notify the registrar of voters and the municipal clerk of the office to which the candidate wishes to decline election. The candidate who receives the next highest number of votes shall be deemed to have been elected to such office..." at which point the minority representation shall be determined. (JE)

SUGGESTION: This language is very wordy, but important for candidates to understand. At least make cross-references to various concerns stated in the state statutes. (JE)

Sec. 2.3. Town Elections and Terms of Office D. (ADD: cross-reference to Sec. 4.4. A. (RTM) and Sec. 6.1. B. (Selectmen). To clarify that the terms of office of elected officials shall commence on the third Monday of November. (History: This section has caused confusion in setting the date for taking the oath of office.) (JE)

Sec. 2.6. Procedures for RTM elections A. (1) Districts and Basis for Representation – establishing voting districts by RTM ordinance (ADD: cross-reference to ARTICLE IV.) (JE)

Sec. 2.6.A. (2) Concern was expressed that there needs to be a way to avoid a stalemate that is created by the "equal number from each party" requirement. A facilitator or mediator is needed to avoid court procedures. (10/28) I agree. (JE)

Sec. 2.6. A. (2) ADD: “there SHALL be TEN voting districts (History: (Fourteen districts of the ‘70’s created too small of a district; eight districts, suggested ten years ago, created too large of a district, and was subject to creating districts with an overwhelming majority from one party) (JE)

Sec. 2.6. A. (3) Re: Number of RTM members, CHANGE to read “not more than 40 members.” (History: 56 was far too many; 40 is more manageable – attracts more seriously committed candidates; leads to more efficient discussion on agenda items) (JE)

NOTE: These two items were discussed on 10/28. There was sentiment expressed that we should allow for “flexibility” in anticipation of population growth. Having served on TPZ, I know that there is little land left for residential use. Providing more variety of housing options will simply result in the redistribution of the population we already have, not increase it substantially. (JE)

Having served on several reapportionment committees, we learned that the number ten is easiest to work with mathematically to accomplish the 10% requirement. We also learned ten years ago that eight districts would produce an RTM that would be dominated by one party for years to come. (JE)

ADD: cross-reference to ARTICLE IV. Legislative Branch.(JE)

ARTICLE III. Appointed Officers and Permanent Boards and Commissions

ADD: cross-reference to ARTICLE II Section 2.2. re: Sec. 3.2. (JE)

Sec. 3.3 Terms of Office – Concern has been expressed that variations in starting times of terms creates a conflict with compliance to FIOA which requires Election of Officers and submission of meeting dates to the Town Clerk by the end of January each year. In addition, the language of “partial” and “full terms” need clarification as to how long citizens can serve in appointed positions. (JE)

The problem may be that when commissions created by RTM ordinance are transferred from the Town Code the original language is the source of the confusion. There should be a way to adjust the start of terms in the Town Code to make them uniform. (10/28) Agree. (JE)

In addition, the entire language in this section is confusing, and the “65th day” language needs rethinking. The example of a non-functioning Ethics Commission was given, due to lack of a quorum. (10/28) (JE)

Sec. 3.4. In the case of a resignation from appointed office, clarification is needed about the beginning and end of a term. (10/28) (JE)

Sec. 3.6. Removal from appointed office for cause – Clarification is needed in this section to distinguish between “classified employees,” “union members,” and others regarding the hiring process and civil service considerations. In addition, Only the Town Attorney and the head of Economic Development are appointed by the First Selectman. (10/28) Agree: This language needs clarification. (JE)

ARTICLE IV. Legislative Branch

Sec. 4.2. A. Membership – The presence of Assistant Town Attorneys was questioned. The trend appears to be to hire other attorneys as needed for specific situations. (10/28) Agree. (JE)

Sec. 4.4. Annual meeting, organization, and elections A. (ADD: cross-reference to ARTICLE II Sec. 2.3. D. re: commencement of terms of office) (JE)

ARTICLE VI. Board of Selectmen and First Selectman

Recommendation: Make titles gender neutral Perhaps expand the BoS to 5 members (JE)

Sec. 6.1. B. Meetings (ADD: cross-reference to Article II, Sec. 2.3. D. re: commencement of terms of office.) (JE)

Sec. 6.1.C. Contracts (1) needs to be rewritten to exclude contracts that are already part of a budgeted amount for a department or project. It was pointed out that the Board of Finance has the authority to set purchasing practices. (10/28) Agree. (JE)

Sec. 6.3.B.. The Charter pre-existed the state statute. Vacancies in the Board of Selectmen B. (SUGGESTION: Refer directly to the state statutes in order to clarify any misunderstanding that this Charter wording created in the past.) (10/28) (JE)

The recent change from a two year to a four year term has complicated the issue. In addition, the Charter pre-existed the state statute. Perhaps it was created by a special act? (10/28) Investigate further. (JE)

ARTICLE VIII. Elected Boards and Commissions

Sec. 8.2. Board of Education – ADD: cross reference to ARTICLE II, Section 2.2. Also, to the APPENDIX re: new language for the transition from a six year term to a four year term if all races are to become competitive. (Discussed 10/28) (JE)

NOTE: Re. Sec. 8.2. A. Although not contradictory, the current four year term change makes this 6 - 3 minority statement an impossibility. (JE)

ARTICLE IX. Appointed Officers

Sec. 9.1.B. Assistant Town Attorneys and Sec. 9.4. – The need for this Town Officer was questioned again (10/28) (Agree. (JE)

Sec. 9.1.E. Town Treasurer and Sec. 9.6. – The need for tis Town Officer was questioned again (10/28) Agree (JE)

Sec. 9.7.A. Director of Public Works – Is the requirement that the DPW Director be a professional engineer registered in the state necessary? (10/28)

MY COMMENT: I would think so, as well as having an environmental background. (JE)

Also, should a Director of Engineering and an Engineering Department be added to the Charter?

MY COMMENT: ADD this department to the Charter! - Of the half dozen or so department's I frequented over the years, this department was most helpful in providing maps and information related to the reapportionment of RTM Districts and redistricting of school districts, as well as town building projects. I strongly urge that Engineering receive Charter status. I didn't realize it was not considered a major department. (JE)

Sec. 9.1.C. A Fiscal Officer and Sec. 9.5. A. and D. Review the qualifications. Refer to best practices. (10/28)

MY COMMENTS: ADD a cross reference to Article III Sec. 3.6. The First Selectman shall appoint the CFO IF there is a vacancy caused by a resignation or removal from office for cause. (JE)

Sec. 9.1.21 & 22. Re: Chief of Police and Fire Chief – The requirement that they live in town was questioned. (10/28) Agree: (JE)

Should Solid Waste and Recycling be added to the Charter? (10/28)

MY COMMENT: ADD this department to the Charter! – This department serves a very important function to the quality of life in our town (JE)

ARTICLE X. Specific Permanent Appointed Boards, Authorities, Commissions, and Departments

Sec. 10.5 and 10.6 re: Fire and Police Commissions – Question about whether they should be merged was raised. (10/28)

MY COMMENT: Although they both deal with public safety, they provide separate services to the town. I oppose merging these commissions. (JE)

Sec. 10.8. Department of Public Works – Comment was made that it has no commission but works with other departments that do. (10.28)

MY COMMENT: List some of these departments, such as Engineering, Building Department, Conservation and Inland Wetlands, Parks and Recreation, Flood and Control, and committees, such as town building committees, and RTM Public Works and Planning committee, etc. (JE)

Sec. 10.11. Board of Building Appeals – Its function was discussed, especially regarding blight situations; it is required by state statute. (10/28) Important. I agree. (JE)

Sec. 10.15. Ethics Commission – Review difficulties in filling vacancies and achieving a quorum (10/28)

MY COMMENT: I agree, and there needs to be some clarification about what kinds of cases it is assigned. (JE)

ARTICLE XI. Standards of Conduct – Brief discussion that it was ok as written. (10/28)

ADD: In making appointments, avoid the usual patronage practices, and recommend the best qualified people to fill vacancies in volunteer and paid positions.(JE)

ARTICLE XII. Budget Procedures and Related Matters

Sec. 12.1.C. The budget process needs to be streamlined. There are far too many meetings. Modifications are allowed. (10/28)

MY COMMENT: I agree. The process is much too cumbersome, drawn out, and labor intensive for the public to follow closely. (JE)

Sec. 12.8. Purchasing Authority – The reference to contracts and other town bodies was mentioned. (10/28)

NOTE: Sec.12.9. – “Bidding” could be replaced by new language such as “procurement practices.” Re: The role of the Board of Finance in amending procedures and guidelines. It was mentioned by John Mitola that the Board of Finance is in the process of making some procedural recommendation as early as January. (10/28)

MY COMMENT: Important . I agree. (JE)

ARTICLE XIII. Referenda

There seems to be some confusion about the language in 13.2. F. I might be clearer if the language in state statute Sec. 7-191 (f) was used. (SUGGESTION: Vote necessary to pass referenda to reverse or modify the action taken by the RTM. Must be approved by a majority of voters that exceeds 25% of the total number of electors of the Town eligible to vote as of the close of business on the day before the election.) (JE)

ARTICLE XIV. Miscellaneous

Sec. 14.1. Official Seal (Retain as established July 1, 1935; it is part of the history of our Town. Why or how did this suggestion to change the Town Seal come about. Someone did the artwork years ago. Is it offensive? What is the issue here? (JE)

Sec. 14.2. Existing Ordinances (ADD: “and the General Statutes of the State of Connecticut.” (JE)

Sec. 14.4. Submission and Effective Date (CHANGE dates)

APPENDIX Transition Procedures (Update as needed.)

Board of Education (While there appears to be interest in retaining the four year term, it was pointed out that some nomination have resulted in uncontested elections. If proposed, add new language. (10/28) I agree. (JE)

Police and fire Commissions (ELIMINATE?)

ADD A CROSS-REFERENCE INDEX TO THE CHARTER

Crissy Kelly <crissykelly@me.com>
Tuesday, November 9, 2021 at 2:24 PM

Hello. I am writing to share some of my thoughts on charter revision. I feel like I need to disclose that I just finished serving my first term on the RTM and recently just ran again but lost. I think not revisiting the structure of our town government during this charter reform process would be irresponsible and a wasted opportunity. I personally believe the structure as it is today is too large, too spread out and it lends itself to corruption and lack of both transparency and accountability.

I'm not going to lie, prior to running for RTM I couldn't tell you what they did, how many there are ... anything. Even when I was running (both times) I'd have friends and random residents ask me what did RTM even stand for and what did they do. There are committees within committees in what feels like nothing more than giving people a title/role that has little to no responsibilities or REAL accountability. One example of unnecessary "layering" of committees would be the committees on the RTM. Now, there are some like Policy for example that have substantive meetings. But I was assigned to the Ed and Rec committee. I genuinely had no idea what that even meant? Was I only going to have access or a say on things that were related to Ed and Rec? Nope. I guess technically this "committee" is supposed to keep the RTM up to date on issues related to Ed or Rec. Do we really need 6 people to do that? Nope. You need 1. But is there any REAL responsibility? Not that I could see. These last two years we went through one of the most (if not THE most) traumatic time to hit FPS and do you know how many special meetings or responsibilities the Ed and Rec committee had? ZERO!! Why? Probably because we have a BoE to deal with this. It seems like the only purpose of these subcommittees is to break into smaller groups in hopes of getting things onto the consent agenda. This, to me, is PROOF that the RTM is simply too big (if even necessary in its current format). I also think that even though agenda items are vetted during the meeting that breaking off into committee meetings is hindering the transparency everyone is clamoring for. Yes, the committee meetings are also recorded but now if any member of the public wants to hear what further discussion was had they need to listen to all of the subcommittee meetings separately?! Who is going to do that? If the RTM was a more manageable size (even HALF the size it is now - maybe smaller) these discussions can all be had in the one meeting and all conversations would be more easily available to the public.

I also think looking at how the candidates who decide to run for RTM cannot be ignored. There are some districts that can't even find enough people to run. In districts where one party typically runs uncontested that basically guarantees someone a spot on the RTM who may have just been a reluctant "seat filler" with no interest whatsoever in town governance. Are these the people we want sitting on ANY body? I would think not.

There is definitely room for much needed changes that will help make our town government more efficient, more transparent and more accountable.

Thanks for your consideration.

rissy Kelly
117 Colonial Dr

Sent from my iPhone

Additional Emails a/o Monday Nov. 15th 1pm.

Hurley, William WHurley@fairfieldct.org
Friday, November 12, 2021 at 6:53 PM

I was not sure if discussion revolves around the Town Charter or IF the TOWN CODE/Ordinances are included.

If so the Town should have stormwater ordinance and illicit discharge ordinance as required by the CT DEEP. I am not sure if I should rush and include these or present them at a different time.

Also, from previous email, in the code reference is made to Town Engineer and Director of Public Works, if changing DPW Director qualifications, a few sections of text in the code (Chapter 91 for example) may have to be revised as well, as Director of Public Works would still have most of the responsibilities.

Thank you, Bill

William Hurley P.E.

Engineering Manager
Fairfield Engineering Department
725 Old Post Road
Fairfield CT 06824
p 203-256-3015

From: Hurley, William

Sent: Friday, November 12, 2021 5:24 PM

To: CRC <CRC@fairfieldct.org>

Cc: Bertolone, Jackie <JBertolone@fairfieldct.org>

Subject: Charter revision suggestions

Request: Please increase amount required to solicit 3 bids (currently 3 K , maybe 5K or 10 K ?) and increase amount for contract bidding. (I think the State is 50K), even 25K or 30K may reduce tight project or grant schedules/workload.

Request: Consider reducing presenting the same item multiple times before each board? Obvious benefits and sometime enjoyable meetings but other times waiting several hours on a near no brainer that took only 5 minutes. Maybe there is a way to determine 'quick approvals' or pre approvals? Requirement– Public must be granted opportunity to speak at least at one meeting.

Confirm Purchasing can honor State DAS procurement –for low bid, quality Based selections, etc. Add Regional COGs such as Central and Western COG and obviously MetroCOG (our COG). A reach but

maybe.....Further extent would include another municipality awards IF state or Similar Town procurement procedures were followed.

Suggestion only: In effort to select from wider array of future candidates, waive DPW Director for Professional Engineer requirement- still can say preferred- in competitive group of candidates, it would still be considerable advantage. Can require previous DPW Director position or Substantial Engineering /Construction background.

I hope this helps, thanks, Bill

William Hurley P.E.
Engineering Manager
Fairfield Engineering Department
725 Old Post Road
Fairfield CT 06824
p 203-256-3015

From: Carol Waxman <cawaxman40@gmail.com>
Sent: Sunday, November 14, 2021 10:10 AM
To: O'Brien, Pru <PO'Brien@fairfieldct.org>
Subject: Good Morning

Dear Ms. O'Brien-

I am a great supporter of separation of power and a non-partisan RTM and I am submitting the following article on the retirement of an RTM member and Moderator, Velma Heller, who states more eloquent than I her support of the collaborative efforts of each and all members of a non partisan RTM in neighboring Westport, which has about half the population of Fairfield, which is actually the size of Greenwich, which also has a successful non-partisan RTM. Thank you this is for the CRC's consideration.

Carol Waxman
203 259 2106

Westport RTM moderator to step down, will not run for reelection

[Amanda Cuda](#)
Aug. 9, 2021



RTM Moderator Velma Heller on Aug. 22, 2017 at her Westport, Conn. home. Heller has announced that she will not run for reelection to the RTM after serving about 20 year

Laura Weiss / Hearst Connecticut Media

WESTPORT — Velma Heller said there's no one incident or decision that stands out during the 20 years she's spent as a member of Westport's Representative Town Meeting. Rather, what stands out is the way the body has formed a sort of family over the years, working together to serve the town.

"I feel like our RTM is a nonpartisan RTM and, as a result, I feel like we work very collaboratively," said Heller, who has also served as the body's moderator for the past four years, and as its deputy moderator for the four years before that. "My RTM family over the years has been very important to me."

Heller recently announced that she wouldn't run for another term on the body, meaning the RTM will need to select a new moderator after the next round of municipal elections are complete. Heller, 84, said she's looking to step down to spend more time with her family and generally enjoy life.

Her fellow RTM member, Sal Liccione — who, like Heller, serves the town's ninth district through the body — said her departure will be “a great loss for the town of Westport.”

“She put me on some great committees,” he said. “I learned a lot from her during the last couple of years. We're going to miss her.”

Before joining the RTM, Heller worked for Westport Public Schools for roughly 30 years. After she retired, her son and husband — both of whom had served on the RTM — encouraged her to run. She said was too late to get on the ballot, so she ran as a write-in candidate and ended up winning.

Heller later “un-retired,” and worked at Sacred Heart University until a few years ago. She said she has been involved with many committees during her time on the RTM, including a stint chairing the education committee.

Though she said the RTM has accomplished so much during the time of her involvement that she has a hard time pinpointing certain events or incidents, if she had to choose something she was particularly proud of, it might be the decision to add sidewalks on Imperial Avenue a few years ago.

“But really, there were so many things we've done over 20 years,” Heller said. “There are so many opportunities to do things good for the town.”

O'Brien, Pru <PO'Brien@fairfieldct.org>
Monday, November 15, 2021 at 10:46 AM

Hi all,

John Mitola asked me to send his notes regarding the Charter Revision.

Have a great day!

Pru O'Brien

Junior Buyer

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Charter issues to consider-John Mitola

1. **Chief of Staff** position in First Selectman/woman's office should be Charter position-to serve at the pleasure of the First Selectman/woman- Sec. 1.4B. and 9.1

2. **Appointed positions** -appointed by the First Selectman/woman should have defined terms or designate if serve at the pleasure of First S. **Also, need to designate which ones are union positions Sec. 1.4 and sec. 9.1**
 - a. *Town Attorney*-should be appointed for term by the First Selectman/woman and cannot be removed unless for *cause determined by the BOS*. (See section 9.3)- this will limit any impression that a Town Attorney is only serving the First Selectman/woman; **OR** look into establishing full time town attorney office like Greenwich and other municipalities have.
 - b. *Assistant Town Attorneys*- appointed for term by the First S.-same concept as appointment for town attorney –primary duties is guidance for RTM, Boards and Commissions at the direction of the town attorney.
 - c. *Fiscal Officer; Director of Public Works; Human Resources*- appointed for a designated term-5-7 years-can only be removed for cause *determined by the BOS*-Will establish continuity and promote professionalism as well as getting better candidates to fill the position;
 - d. *Appointments made by BOS and First Selectman/woman*- define the terms or if no term they are for cause? Union employees?
 - e. *See for cause standard Section 3.6 A and B.- by agreement the 10 days may be expanded -needs to be clarified.*

3. *Appointed by Bd. of Selectman-are Internal Auditor; Assessor and Tax Collector-* are they unionized? or server a term under state statute?
4. *Section 2.2-* need to define what minority rep means under town elected boards and Commissions- 9-member Board Minority rep should be 6-3 (BOF and BOE);
 - a. *Sec. 2.2 A and B-*Why can't that language change to state each party can nominate as many seats as are open? With language that minority representation is still protected? This gives voters more of a choice.
 - b. *Sec. 2.2 C-* First sentence is fine but tailor it so its similar on minority representation
5. *Section 6.1 C (1)-* look at the contract language amount- and add a provision in this section that any service contract or any contract that involves use of town land or facilities even if at no cost to the town or where the town may receive a financial or other favorable benefit needs approval of BOS.
6. **RTM-** Should eligibility to run for RTM seat be done solely via petition? See other municipalities that do this.
7. **Town Attorney Sec. 9.3-** have a term of appointment and get rid of removal "without cause."
 - a. Need language that the town attorney has authority to retain attorneys to provide legal services when necessary that cannot be handled by the town attorney subject to appropriations made by the town bodies.
8. Assistant Town Attorney- need to keep.
9. **Sec 10.3-**Conservation Commission why appointment just First Selectman? Should be BOS?
10. **Section 10.11-**Board of Building Appeals- what is this?

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence	Research and Report	Relevance Discussion
Editorial Issues	<ul style="list-style-type: none"> • Create a cross-referencing index because a subject matter is often discussed in more than one place and is only useful if all pertinent references are read together. An example of this is the language about appointing and dismissing full-time employees. (§§1.4 B (1) and 6.2.B (1) and § 3.6.)¹. • Review Code of Ordinances to determine whether any matters should be elevated to Charter status². • All cross-references to CT statutes should be checked for changes in numbering and/or language since 2006³. • Use the National Civil League Model City Charter as a guide⁴. • Review conflicts in charter and code with regard to pensions and retirement⁵. • Charter should include information “necessary to the operation of the Town.” Utilize the ordinance process to create new entities, where possible⁶. • Is the issue of tax exemptions for county clubs a matter that is properly before the CRC⁷? 	
No Preamble	<ul style="list-style-type: none"> • Consider adopting a preamble to the Charter⁸. 	
Legal Issues/Comment		
Article I Incorporation, General Powers and Organizations	<ul style="list-style-type: none"> • §1.3.B - Review defined terms to make sure there is consistency where required⁹. • §1.4 – Review and bring up-to-date with any changed in Articles VIII, IX + X¹⁰. • §1.4.A – What should be do about Constables¹¹? Constables serve a vital function with the Probate Court for service of process of hearing notices for conservatorships and guardianships. See, C.G.S. §52-50 and §7-89¹². • §1.4.B(1) – Appointed by First Selectman (A) Eliminate Assistant Town Attorneys¹³; (B) Retain Assistant Town Attorney¹⁴; (C) Where “terms of office” are missing there should be a reference to the relevant charter provision¹⁵; (D) Chief of Staff should be designed and defined in Charter, serving at the pleasure of the First Selectman/woman¹⁶; and, (E) Classified/union positions should referenced in Charter¹⁷. <ul style="list-style-type: none"> ○ Town Attorney-should be appointed for term by the First Selectman/woman and cannot be removed unless for cause determined by the BOS. (See §9.3)-this will limit any impression that a Town Attorney is only serving the First Selectman/woman; OR look into establishing` full time town attorney office like Greenwich and other municipalities have. ○ Assistant Town Attorneys- appointed for term by the First S.-same concept as appointment for town attorney –primary duties are guidance for RTM, Boards and Commissions at the direction of the town attorney. 	

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence	Research and Report	Relevance Discussion
	<ul style="list-style-type: none"> ○ Fiscal Officer; Director of Public Works; Human Resources- appointed for a designated term-5-7 years-can only be removed for cause determined by the BOS-Will establish continuity and promote professionalism as well as getting better candidates to fill the position; ○ Appointments made -by BOS and First Selectman/woman- define the terms or if no term they are for cause? Union employees? ○ See for cause standard §3.6 A and B.- by agreement the 10 days may be expanded -needs to be clarified. • §1.4.B(2) –Appointed by Bd. of Selectman. Are Internal Auditor; Assessor and Tax Collector- are they unionized? or server a term under state statute¹⁸? • §1.4.B(2) – Add Flood and Erosion Control Board and alternates – 3 year term¹⁹. 	
Legal Issues/Comment		
Article II Elected Officials and Elections	<ul style="list-style-type: none"> • §2.2 – Minority representation. <ul style="list-style-type: none"> ○ Provisions should be reviewed and possibly aligned (see, §3.2)²⁰. I would like to see more consistency between town Boards in regards to minority representation. ○ The Board of Education and Board of Finance are both 9 member boards; yet the BoE typically maintains a 5-4 majority while the Board of Finance has functioned for years with a 6-3 majority²¹. ○ §2.2. Minority Representation A., B., C. (ADD: cross-reference to ARTICLE III Appointed Officers and Permanent Boards and Commissions, §3.2., and to ARTICLE VIII Elected Boards and Commissions, §8.1.C²².) ○ §2.2- need to define what minority rep means under town elected boards and Commissions - 9-member Board Minority rep should be 6-3 (BOF and BOE)²³: <ul style="list-style-type: none"> ▪ §2.2 A and B-Why can't that language change to state each party can nominate as many seats as are open? With language that minority representation is still protected? This gives voters more of a choice²⁴. ▪ §2.2 C- First sentence is fine but tailor it so its similar on minority representation²⁵. ○ Questions about the misalignment of minority party representation²⁶: "I question the rationale for: (A) RTM - 2 years with no majority/minority; (B) BOS - 4 years with majority/minority of 3 people; (C) BOF - 6 years with a 6-3 allowable; and (D) BOE - 4 with 5-4 allowable..."None of these align." A question about rotation: "Rotating is important so you are not overturning all at once." (Note: Is Ms. Jacobsen talking about elected or appointed Boards?) ○ ADD a section that refers to §9 -167a (a)(1) of the General Statutes Minority Representation re: maximum number from one party whether elected or appointed, and 9-167a (d) re: unexpired terms. "If 	

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence

Research and Report

Relevance Discussion

- an unexpired portion of a term is to be filled at the same time as a full term, the unexpired term shall be deemed to be filled before the full term...” In addition, results for candidates for shorter terms are determined prior to those running for longer terms. (History: This latter provision was overlooked during a past election²⁷.)
- ADD: “Any vacancy occurring which is to be filled by appointment, shall be filled by the appointment of a member of the same political party as that of the vacating member²⁸.”
- ADD a reference to §9-322b. of the state statutes re: a candidate elected to two or more municipal offices: “The candidate shall notify the registrar of voters and the municipal clerk of the office to which the candidate wishes to decline election. The candidate who receives the next highest number of votes shall be deemed to have been elected to such office...” at which point the minority representation shall be determined²⁹.
- SUGGESTION: This language is very wordy, but important for candidates to understand. At least make cross-references to various concerns stated in the state statutes³⁰.
- §2.3.C – Board of Education minority representation provisions should be reviewed³¹.
- §2.3.D – Commencement of Terms of Elected Officials and the RTM.
 - The swearing in ceremony has traditionally been held the third Monday in November. There has been confusion about this, but to do otherwise would be in conflict with §4.4.A. which states that the organization meeting of the RTM members shall be held on the Fourth Monday in November each year. Again, cross-referencing is needed here³².
 - Consider eliminating the clause: “after their election and qualification”³³.
 - Town Elections and Terms of Office D. (ADD: cross-reference to §4.4. A. (RTM) and §6.1. B. (Selectmen). To clarify that the terms of office of elected officials shall commence on the third Monday of November. (History: This section has caused confusion in setting the date for taking the oath of office³⁴.)
- §2.3.E – How many Justices of the Peace³⁵?
- §2.4– Resignations and Vacancies. Proposed Change:
 - The Town Clerk shall notify each member of the meeting not less than three days before the time set for the meeting³⁶.
 - Board of Selectmen vacancies in the first two years of term should be filled only until the next intervening municipal election³⁷.
- §2.4 and 2.6.G – Resigning from elected Office: Should align³⁸.
- §2.5 – Filing vacancies on Board of Education³⁹: “I would ask you to consider adhering to language in state statute regarding filling a vacancy on the Board of Education. Should a vacancy occur on BoE, allow the vacancy be filled by remaining BoE members rather than by BoS. The BoE should

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence

Research and Report

Relevance Discussion

have a better understanding of the BoE's agenda and therefore be more qualified to fill a vacancy should it arise. For a point of comparison, West Hartford takes this approach. From the West Hartford charter,

Any vacancy on the board of education shall be filled within ninety days from its occurrence by appointment by the board of education for the unexpired portion of the term or until the next biennial election, whichever shall be sooner; provided that when the person vacating the office shall have been elected as a member of a political party, such vacancy shall be filled by the appointment of a member of the same political party upon nomination by a board of education member of the same political party, if any. Upon the failure of the board of education to fill said vacancy, it shall be filled by appointment by the council in the same manner as hereinabove set forth. If there shall be a biennial town election before the expiration of the term of any office in which a vacancy occurs, such office shall be filled until said election by appointment as provided herein, and subsequently by the election of a person to fill that office for the remaining portion of the term, and such person shall take office upon election.

- §2.6 – Voting Districts.
 - Equal representation of all voting districts⁴⁰.
 - Procedures for RTM elections A. (1) Districts and Basis for Representation – establishing voting districts by RTM ordinance (ADD: cross-reference to ARTICLE IV.)⁴¹.
- §2.6.A(2) – Redistricting
 - How do we address the issue of redistricting to avoid partisan paralysis⁴²?
 - Concern was expressed that there needs to be a way to avoid a stalemate that is created by the “equal number from each party” requirement. A facilitator or mediator is needed to avoid court procedures. (10/28) I agree⁴³.
 - ADD: “there SHALL be TEN voting districts (History:
 - (Fourteen districts of the ‘70’s created too small of a district; eight districts, suggested ten years ago, created too large of a district, and was subject to creating districts with an overwhelming majority from one party)⁴⁴
 - Majority vote standard should be reinforced with an arbitrator resolving the impasse, if any⁴⁵.
- §2.6.A(3) – 56 Members on RTM: How should this be addressed⁴⁶?
 - §2.6. A. (3) Re: Number of RTM members, CHANGE to read “not more than 40 members.” (History: 56 was far too many; 40 is more manageable – attracts more seriously committed candidates; leads to more efficient discussion on agenda items). NOTE: These two items were discussed on 10/28. There was sentiment expressed that we should allow for “flexibility” in anticipation of population growth. Having served on TPZ, I know that there is little land left for residential use. Providing more variety of housing options will simply result in the redistribution of the population we already have, not increase it substantially. Having served on several reapportionment committees, we learned that the number ten is easiest to work with mathematically to accomplish the 10% requirement. We also

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence	Research and Report	Relevance Discussion
	<p>learned ten years ago that eight districts would produce an RTM that would be dominated by one party for years to come⁴⁷.</p> <ul style="list-style-type: none"> ○ ADD: cross-reference to ARTICLE IV. Legislative Branch⁴⁸. • §2.6.C – Nominations: governed by General Statutes⁴⁹? Open up the process by petition⁵⁰. • §2.6.D(4) – Moderator notice of election of RTM Members: IS this necessary⁵¹? • §2.6.F – Procedures for tied Elections: governed by General Statutes⁵²? • §2.6.G - Resignations and Vacancies: Coordinate with §2.4, above⁵³. • Public Participation: “Request: Consider reducing presenting the same item multiple times before each board? Obvious benefits and sometime enjoyable meetings but other times waiting several hours on a near no brainer that took only 5 minutes. Maybe there is a way to determine ‘quick approvals’ or pre approvals? Requirement– Public must be granted opportunity to speak at least at one meeting⁵⁴”. 	
Legal Issues/Comment		
<p style="text-align: center;">Article III Appointed Officers and Permanent Boards and Commissions in General</p>	<ul style="list-style-type: none"> • §3.1.A - Eliminate “elector” requirement and six-month waiting period for the Police and Fire Chief⁵⁵. • §3.1.A – Police Chief Elector requirement: “Presently the Charter states the Police Chief must be an elector of the town. This requirement has caused some issues for our last two Police Chiefs. Chief MacNamara actually lived in Bethany, CT, but rented an apartment in Fairfield and used that to register to vote in Fairfield. Chief Chris Lyddy actually lived in Trumbull, but again rented an apartment so he could vote in Fairfield...I'm not sure why this requirement was put in the Charter, but can surmise that he had to do with the response of the Chief to deal with critical or emergency situations occurring in town...Other municipalities within our state have their own standards. Hartford requires the Chief to live in the city, and New Haven is leaning that way. The Norwalk Police Chief lives in Stratford, and the Westport Police Chief lives in Fairfield. Its kind of a mixed bag...There have been discussions about modern technology, and that the Chief can oversee any emergency from his lap top or phone, by communicating with his command staff. This is true unless the internet or phone towers go down. There has also been brought forward that the police commission can put any requirement that they want in hiring a police chief, including a residency requirement, or living a certain distance from Police HQ. I personally don't agree with that , because if we make or change a requirement, it may open the town up to liability. The entire section regarding the Chief's appointment can just be eliminated from the Charter, but that would mean the Chief could reside anywhere, including by the Rhode Island border...I believe a reasonable alternative for the commission to consider would be a requirement that the Chief does not have to be elector or live in town, but must reside within a certain mileage of Police Headquarters but reside within the State. For Example: The Chief of Police must reside within 30 miles of Police Headquarters "as the crow flies". This means drawing a straight line on a map, regardless of "highway 	

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence	Research and Report	Relevance Discussion
	<p>mileage". This certainly would give the Chief flexibility on where he could reside with his family. It would also set reasonable parameters⁵⁶."</p> <ul style="list-style-type: none"> • §3.1.A - This section requires the Fire Chief to become an elector of the Town of Fairfield within six months of appointment. Recommendation: the Board of Fire Commissioners (hiring authority) be authorized to modify or waive this requirement⁵⁷. • §3.2 – Minority representation: Should be compliant with General Statutes (see, §2.2, above)⁵⁸. ADD: cross-reference to ARTICLE II §2.2. re: §3.2⁵⁹. • §3.3 – Terms of Office: <ul style="list-style-type: none"> ○ Do these dates work⁶⁰? ○ Concern has been expressed that variations in starting times of terms creates a conflict with compliance to FIOA which requires Election of Officers and submission of meeting dates to the Town Clerk by the end of January each year. In addition, the language of "partial" and "full terms" need clarification as to how long citizens can serve in appointed positions. The problem may be that when commissions created by RTM ordinance are transferred from the Town Code the original language is the source of the confusion. There should be a way to adjust the start of terms in the Town Code to make them uniform. (10/28) Agree⁶¹. ○ In addition, the entire language in this section is confusing, and the "65th day" language needs rethinking. The example of a non-functioning Ethics Commission was given, due to lack of a quorum⁶². • §3.4. In the case of a resignation from appointed office, clarification is needed about the beginning and end of a term⁶³. • §3.6 – Removal from Office for Cause: <ul style="list-style-type: none"> ○ Should there be delineated standards for removal⁶⁴? ○ Clarification is needed in this section to distinguish between "classified employees," "union members," and others regarding the hiring process and civil service considerations. In addition, Only the Town Attorney and the head of Economic Development are appointed by the First Selectman. (10/28) Agree: This language needs clarification⁶⁵. 	
Legal Issues/Comment		
Article IV Legislative Branch	<ul style="list-style-type: none"> • Non-partisan RTM elections⁶⁶. <ul style="list-style-type: none"> ○ "I further suggest that the Commission consider that members of the Representative Town Meeting be nonpartisan, similar to the Westport RTM, which is nonpartisan, although members may belong to a political party. Westport has a 36-member RTM, and residents who wish to run for the RTM are not nominated by a political party but instead petition to get on the ballot. Petitioners must gather 25 signatures from residents in their district to be on the ballot. It makes the government process less partisan, and more focused on the health and vitality of a community. As we've seen throughout the 	

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence

Research and Report

Relevance Discussion

- course of history, politics and party loyalties often get the way of efficient governance⁶⁷.”
- RTM- Should eligibility to run for RTM seat be done solely via petition? See other municipalities that do this⁶⁸.
- “I am a great supporter of separation of power and a non-partisan RTM and I am submitting the following article on the retirement of an RTM member and Moderator, Velma Heller, who states more eloquent than I her support of the collaborative efforts of each and all members of a non-partisan RTM in neighboring Westport, which has about half the population of Fairfield, which is actually the size of Greenwich, which also has a successful non-partisan RTM. Thank you this is for the CRC’s consideration⁶⁹.”
- Retain the RTM or “some form of direct representation in our town governance”⁷⁰.
- §4.1
 - Replace the RTM with a Town Council with a reduced number of members (“(w)e could lose half the RTM and no one would notice”)⁷¹.
 - The RTM should be reduced in size in order to create a more cohesive and accountable body to the voters⁷². The current RTM is “too large, unwieldy, wasteful and inefficient” and should be scaled back to a smaller body “less than 15 members” and it is also difficult to find candidates for RTM⁷³”.
 - Four RTM members per districts is a good number as it permits officials with different skills to represent the neighborhoods⁷⁴.
 - Should not reduce RTM below 30 representatives and should not make a determination on the basis of how many speak on the floor⁷⁵. Further reduction of RTM would “dilute representation” and further “limit access to government”⁷⁶.” There is no need to reduce the RTM⁷⁷ as the RTM provide robust representation⁷⁸.
 - “..not revisiting the structure of our town government...would be irresponsible and a wasted opportunity...the structure is too large, too spread out and it lends itself to corruption and lack of both transparency and accountability⁷⁹”
 - A smaller body of 11 to 17 members would be preferable from district and at-large seats⁸⁰.
 - The Strategic Planning recommendation to “streamline” government provides “no empirical data or information to show how a larger government hinders progress or how a smaller government structure would provide ease of access and produce high citizen satisfaction. I would be interested in seeing how that conclusion came to be and data. The SPC did not provide detailed explanation nor analysis supporting the conclusion of why a streamlined government is more effective, nor did it state any costs or risks associated with having a smaller, more concentrated form of government”⁸¹.”
- §4.2.A – Eliminate Assistant Town Attorneys⁸².

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence

Research and Report

Relevance Discussion

- The presence of Assistant Town Attorneys was questioned. The trend appears to be to hire other attorneys as needed for specific situations. (10/28) Agree⁸³.
- RTM should have an attorney assigned to assist in the legislative function⁸⁴.
- RTM should have staff assigned⁸⁵.
- Not sure why there is a focus on the size of the RTM when there should be focus on Building Committees and Board of Selectmen oversight functions⁸⁶.
- Order of hearing and acting on business should be changed. The Executive Branch should first gain approval from legislative branch and then on to the Finance Board for approval⁸⁷.
- §4.2.B – Judge of Qualifications: What does this mean? Is this a standard for seating or removal or both⁸⁸?
- §4.3.D – Meetings. Proposed Change: The Town Clerk shall notify all RTM members of the time and place at which each regular or special RTM meeting is to be held. The notice shall be published at least five days before the meeting⁸⁹.
- §4.4 - Annual meeting, organization, and elections A. (ADD: cross-reference to ARTICLE II §2.3. D. re: commencement of terms of office)⁹⁰.
- §4.5 – Ordinances. Proposed Change: The Town Clerk shall cause any action of the RTM adopting, amending, or repealing an ordinance to be published in proper summary form within one week after the adjournment of the meeting at which such action was taken⁹¹.
- §4.5 – Eliminate “Newspaper” publication requirement⁹².
- §4.6 - **Budget Appeals:** Apply to all - FS, BOS/Exec, not just BOF. What is the rationale for legislative body appeals only applicable to BOF⁹³?
- **Representation:** Currently, our charter carries an important principle for Fairfielders, that each of our voting districts has equal representation. We are a diverse community. Different neighborhoods have different concerns. Each of their voices, from across our community, is critical to maintain in our representation. My chief concern is less representation, from less areas, lost and imbalanced voice, and an over representation or concentration of perspective and power. Should changes go before the people, I will seek balanced and equal voice from all areas of our town. **Regular Meetings for RTM:** One area that has bothered me personally, is that we are the only town in the state to not have a majority/minority rule on our representative body. All other main boards do. What has been the rationale for this being the 1 main board not to⁹⁴?

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence	Research and Report	Relevance Discussion
Legal Issues/Comment		
Article V Executive Branch	<ul style="list-style-type: none"> Form of Government should be change from Board of Selectmen/RTM to Town Manager/Council⁹⁵. Retain the current “town” form of government as opposed to a “city” form of government⁹⁶. §5.3 – Official Bonds: Is this necessary⁹⁷? (Note: Check with CIRMA) §5.4 – Regulations: “Publication” issue⁹⁸. 	
Legal Issues/Comment		
Article VI Board of Selectmen and First Selectman	<ul style="list-style-type: none"> General Issue: How will we approach the issue of governance reform⁹⁹? Size of Board of Selectmen: Three members is “too few”¹⁰⁰, Default: “Remove the default of someone who runs for FS, but defaults to Selectman. Never made sense to me. They run for an office. They are on a ballot for an office. People vote on that specific position, but they can end up in another office they were not on the ballot for? You run for what you run for. Moving to 5 is an idea for BOS to consider”¹⁰¹. §6.1.A(1) – Composition. Make titles gender neutral Perhaps expand the BoS to 5 members¹⁰². §6.1. B. Meetings (ADD: cross-reference to Article II, §2.3. D. re: commencement of terms of office.)¹⁰³. §6.1.C(1). Board of Selectmen Approval of Contracts. <ul style="list-style-type: none"> This provision is “probably a relic of more austere budget days.” It calls for the BOS to approve contracts greater than \$10,000¹⁰⁴. Eliminate the need for Board of Selectmen to review \$10,000 contracts¹⁰⁵ and/or consider review of contracts on the basis of “risk.”¹⁰⁶. Contracts (1) needs to be rewritten to exclude contracts that are already part of a budgeted amount for a department or project. It was pointed out that the Board of Finance has the authority to set purchasing practices. (10/28) Agree¹⁰⁷. § 6.1 C (1)- look at the contract language amount- and add a provision in this section that any service contract or any contract that involves use of town land or facilities even if at no cost to the town or where the town may receive a financial or other favorable benefit needs approval of BOS¹⁰⁸. §6.3.B. Vacancies on the BoS: <ul style="list-style-type: none"> There was confusion about the Charter language and the CT statute. Suggestion: Eliminate the Charter language and refer to the CT statute¹⁰⁹. Review this issue¹¹⁰. 	

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence	Research and Report	Relevance Discussion
	<ul style="list-style-type: none"> The Charter pre-existed the state statute. Vacancies in the Board of Selectmen B. (SUGGESTION: Refer directly to the state statutes in order to clarify any misunderstanding that this Charter wording created in the past.) (10/28). The recent change from a two year to a four year term has complicated the issue. In addition, the Charter pre-existed the state statute. Perhaps it was created by a special act? (10/28) Investigate further ¹¹¹. 	
Legal Issues/Comment		
Article VII Elected Officers	<ul style="list-style-type: none"> §7.1.B(3) – Should the Town treasurer position be eliminated¹¹²? §7.2 – Should CRC address the number of Justices of the Peace and whether the Town Constable position should be eliminated¹¹³? Term Limits for elected officials. The proposal acknowledges the legal challenge and suggests that the CRC ask the state legislative delegation to grant Fairfield the “privilege” to limit terms¹¹⁴. The “Commission consider term limits and modify the Town Charter to limit the number of terms or total number of years one can serve on the RTM and the Board of Finance to perhaps two or three terms¹¹⁵.” 	
Legal Issues/Comment		
Article VIII Elected Boards and Commissions	<ul style="list-style-type: none"> Too many boards and commissions to be effective and perhaps come qualification standard for more technical or specialized boards¹¹⁶. §8.2 <ul style="list-style-type: none"> The current Board of Education terms of service has come under criticism because it could result in too many inexperienced members being elected at any one time. Suggestion: return to the six-year term¹¹⁷. I think the minority representation clause (§8.2.A) serves a very useful function in our case¹¹⁸. We are not meant to be a “political” body; nevertheless, having members from multiple political parties increases viewpoint diversity on our board, which I believe leads to more thorough debates and better outcomes. Additionally, we serve to represent the families of Fairfield, who themselves cover a very broad spectrum of views. In a case where the seats are held by whichever political party is ascendant, this representation may not be as robust. And keep in mind that the current charter provision for a possible 6-3 majority (which I experienced in my first two years in office) still has great power to shape policy. There is an argument to be made to return to six-year terms for Board members (see §1.4.A as well as §2.3.B and C¹¹⁹. As you recall, BoE terms were six years prior to the last charter revision. I believe the argument at the time was that six years is a long stretch, and a shorter 	

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence	Research and Report	Relevance Discussion
	<p>term might serve to attract more people to the office and limit attrition. While I believe these arguments to be well founded, they should be balanced against the very steep learning curve that comes with this job, not to mention the fact that we often deal with very long-term problems that are helped by broad longitudinal and institutional knowledge. Given this backdrop, six years feels like a more natural term to me.</p> <ul style="list-style-type: none"> ○ Retain four year term for Board of Education¹²⁰. ○ ADD: cross reference to ARTICLE II, §2.2. Also, to the APPENDIX re: new language for the transition from a six year term to a four year term if all races are to become competitive. (Discussed 10/28)¹²¹. ○ NOTE: Re. §8.2. A. Although not contradictory, the current four year term change makes this 6 - 3 minority statement an impossibility¹²². <ul style="list-style-type: none"> • §8.3.A - Number of Board of Finance Members. There's probably a logical explanation for this, but why do we have 9 Board of Finance members when statute only calls for 6 members¹²³? • §8.3.D - Installation of Assessment System by Board of Finance. Assess recommends repeal of this provision: "It seems odd that the BOF would be involved in selecting an assessment system. I would imagine this was from when assessment systems were first coming into being and the office may not have had the technical skill to evaluate a system¹²⁴." • NEW: Commission on Climate Change- with membership from the various land use boards and departments should be formed¹²⁵. 	
Legal Issues/Comment	Qualifications for elected Boards and Commissions may be difficult.	
Article IX Appointed Officers	<ul style="list-style-type: none"> • §3.1.A, §9.21 and §9.22 - Eliminate "elector" requirement and six-month waiting period for the Police and Fire Chief¹²⁶. Police and Fire Commissions "...may choose to waive the residency requirement for the Fire Chief or Chief of Police¹²⁷." • §9.1.B and 9.4 – Assistant Town Attorneys. This provision should be removed¹²⁸. The need for this Town Officer was questioned again (10/28) (Agree)¹²⁹. • §9.1 - Chief of Staff should be designed and defined in Charter, serving at the pleasure of the First Selectman/woman¹³⁰. • §9.3 – Town Attorney - have a term of appointment and get rid of removal "without cause." Reason: Need language that the town attorney has authority to retain attorneys to provide legal services when necessary that cannot be handled by the town attorney subject to appropriations made by the town bodies¹³¹. • §9.4 – Assistant Town Attorney – Need to Keep¹³². 	

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence	Research and Report	Relevance Discussion
		<ul style="list-style-type: none"> • §9.5 – CFO-Controller Responsibilities. This provision contains "...a lot of detail work assigned specifically and solely to the CFO. There should be a provision to allow the CFO to assign other staff to these tasks, similar to the way the Charter allows the Controller to countersign requisitions¹³³. • §9.5.A – Fiscal Officer and Controller – Review the qualification provision¹³⁴. Review the qualifications. Refer to best practices. MY COMMENTS: ADD a cross reference to Article III §3.6. The First Selectman shall appoint the CFO IF there is a vacancy caused by a resignation or removal from office for cause¹³⁵. • §9.6 – Treasurer: Should CRC eliminate¹³⁶? The need for this Town Officer was questioned again (10/28) Agree¹³⁷. • §9.7 - Qualifications of Director of Public Works. The provision currently stipulates that the Director "shall be a professional engineer ". When this Charter language was adopted it was common to have the Director also function as the Town Engineer. As time passed the duties of the Director became more management focused and it became common to bifurcate these roles. In recent years, PW Directors have become more involved in building maintenance, fleet maintenance, roadway maintenance, construction management, WPCA operations, safety training, and municipal solid waste and recycling. The Town Engineer assumed a technical support role for these functions. Recommendation: PW Director Qualifications should focus on management experience with a background in project management, and labor contract administration. The PW Directors recommends that the engineering qualification be removed and business and management expertise be substituted. Perhaps a 4yr college degree with a successful tenure as a manager in those areas iterated be considered¹³⁸. Is the requirement that the DPW Director be a professional engineer registered in the state necessary? MY COMMENT: I would think so, as well as having an environmental background¹³⁹. Director of Dept. of Public Works-the requirement must remain that this important position require a professional engineering license in the State of Connecticut¹⁴⁰. • Disagrees with proposal to eliminate the "engineering license" requirement: (1) DPW Director would need some engineering background to understand the information provided by Town Engineer; and (2) needs the background to maintain operational control of those employed in the DPW; (3) Avoid the hiring of a "politically connected candidate;" and (4) it is a qualification that would assist in understanding the coastal management issues and resiliency planning issue confronting coastal communities¹⁴¹. • Suggestion only: In effort to select from wider array of future candidates, waive DPW Director for Professional Engineer requirement- still can say preferred- in competitive group of candidates, it would still be considerable advantage. Can require previous DPW Director position or Substantial Engineering /Construction background¹⁴². • §9.7.B(4) – Add Director of Public Works as ex officio member of Flood and Erosion Control Board¹⁴³. • Also, should a Director of Engineering and an Engineering Department be added to the Charter? MY COMMENT: ADD this department to the Charter! - Of the half dozen or so department's I frequented

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence	Research and Report	Relevance Discussion
	<p>over the years, this department was most helpful in providing maps and information related to the reapportionment of RTM Districts and redistricting of school districts, as well as town building projects. I strongly urge that Engineering receive Charter status. I didn't realize it was not considered a major department¹⁴⁴.</p> <ul style="list-style-type: none"> • §9.11.B(3) – Director of Parks and Recreation conflict with 10.8.C Department of Public Works¹⁴⁵. • §9.17.D and E – Tax Collector: review “Accounting Method” and “Special Exemption”¹⁴⁶. • §9.18 – Tree Warden – Does the one-year term make sense¹⁴⁷? • §9.20 – Director of Health. Charter requires “licensed physician” or as otherwise set forth in C.G.S. 19a-200 et seq.)¹⁴⁸. • §9.22.C – This section details the authority of the Fire Chief to impose discipline and is antiquated language. There is no language in the CBA although we have a proposal on the table. Recommendation: either remove altogether and have the CBA language set limits or revise Charter language to authorize the Fire Chief to suspend up to two weeks/eight shifts/84 hours¹⁴⁹. • §9.25 – Conservation Director. Charter Revision Commission must restore and strengthen the Conservation Department so that it can support the town commissions and programs and continue to be an example of excellent conservation work in Connecticut¹⁵⁰. The Conservation Department should remain a separate department¹⁵¹ and strengthen in order to remain a check on development¹⁵². • Should Solid Waste and Recycling be added to the Charter? (10/28) MY COMMENT: ADD this department to the Charter! – This department serves a very important function to the quality of life in our town¹⁵³. 	
Legal Issues/Comment		
<p>Article X Specific Permanent Appointed Boards, Authorities, Commissions and Departments</p>	<ul style="list-style-type: none"> • Members of appointed Boards and Commission should have some qualification criteria associated with their appointment (“No builders on building committees then we’re shocked when there’s a screw-up”)¹⁵⁴. • §8-5 – Town Planning and Zoning Commission; §9-8 – Building Official; §10.3 – Conservation Commission; §10-8 Department of Public Works¹⁵⁵. Land Use Departments: Should not be consolidated into a single or combined land use agency- Zoning, Building, DPW, Conservation all have distinct missions and combining agencies with conflicting missions will de-prioritize the separate and sometimes conflicting missions: (a) This is especially of concern regarding Conservation Dept. which now supports 5- 8 commissions and programs, all of which would be de-prioritized should staffing and budgeting be combined with say, Zoning or Building Departments; and (b) All Conservation Dept. programs and the commissions the department supports - should remain and not be broken up or delegated to other Depts. or Commissions- environmental expertise and mission are needed to ensure Fairfield’s environmental 	

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence

Research and Report

Relevance Discussion

award winning stewardship and leadership is maintained

- Too many boards and commissions to be effective and perhaps come qualification standard for more technical or specialized boards¹⁵⁶.
- Consider provisions for the creation of boards, commissions and other similar entities¹⁵⁷.
- Departments should be accountable to elected officials¹⁵⁸.
- Create a Cemetery Commission to address the condition of the Old Burying Ground¹⁵⁹.
- Department updates: the Town Charter should prioritize information exchange, transparency and accountability by mandating biannual reports to each Commission or supervising entity on the status and trends of program and issues managed by said departments¹⁶⁰.
- §10.3 – Conservation Commission – See §9.25, above¹⁶¹.
 - Separate the Conservation Commission from the Inland Wetlands Agency and Make Wetlands Agency an elected body¹⁶²: more research is needed but preliminary review indicates that we can separate the commissions thereby ensuring the Conservation component receives the attention needed, and that the Wetlands agency can be elected body thereby separated from political appointment by the Town CEO; (a) Per CGS 7-131a, the Conservation Commission is appointed by the Town CEO; and, (b) Per CGS 22a-42, the Inland Wetlands Agency can be designated by the legislative body.
 - Conservation Commission why appointment just First Selectman? Should be BOS¹⁶³?
- §10.5 + 6 – Should Police and Fire Commissions be merged. MY COMMENT: Although they both deal with public safety; they provide separate services to the town. I oppose merging these commissions¹⁶⁴.
- §10.5 – **Police Commission:** "The wording in the Charter about the police Commission is based on State Statue, and the Charter actually refers to this Statue. This Statue's intent is to minimize the political interference in the running of the Police Department. It makes the commission an independent agency, who has the sole authority in hiring a Chief. However, the 1st Selectperson has to approve the selection. I see no need to change anything here. Since it is based on a State Statue, I'm not sure if it could be changed anyway, because in this case, the State law supersedes the Charter¹⁶⁵." **Note:** The statute is designed for what they call the "statutory towns" meaning those towns that do not have a charter. I have used these statutes as a baseline for the creation of certain boards and commission since they have been tested, in many case, in the courts and have created a clear basis for local action. On the other hand, under the charter provisions of the home rule act the local electors can create a commission to act in a manner that is consistent with express grants of authority under state law.
- §10.6.B – Powers and Duties: The language in this section overlaps the responsibilities and authority of the Fire Commission with those of the First Selectwoman/Administration. **Recommendation:** Develop language that charges the Board of Fire Commission with strategic planning of Fire Protection in the

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence

Research and Report

Relevance Discussion

- Town of Fairfield and authorizes the FSW to manage day to day operations oversight.¹⁶⁶.
- §10.8 - There is no specific Commission to which DPW is attached. Should it be moved to a different Article¹⁶⁷? MY COMMENT: List some of these departments, such as Engineering, Building Department, Conservation and Inland Wetlands, Parks and Recreation, Flood and Control, and committees, such as town building committees, and RTM Public Works and Planning committee, etc.¹⁶⁸.
 - §10-9 – Board of Health and Health Department. Purposes should be crafted more broadly¹⁶⁹.
 - §10.11 – Board of Building Appeals (“BBA”) – (1) Cap membership of the two building committees (Note: Only the BBA is enumerated in the Charter) at nine (9). (2) There should be no single party with a majority of members; and (3) Members should be permitted to remove (Note: implied from the content of the email), replace or add new members¹⁷⁰. What is the status of this Board¹⁷¹? BA function was discussed, especially regarding blight situations; it is required by state statute. (10/28) Important. I agree¹⁷². What is the Building Board of Appeals¹⁷³?
 - §10.12 – Flood and Erosion Control Board
 - Retain the provision in the Charter and bolster with additional requirements as set forth in the Connecticut General Statutes¹⁷⁴.
 - §10.12.B – Add the following underscored language: Powers and duties. The Flood and Erosion Control Board, within the limits of appropriations from time to time made by the municipality, shall have the powers and duties conferred on flood and erosion control boards generally by § 25-84 and §§25-85 to 25-94, inclusive, of Chapter 477 of the Connecticut General Statutes¹⁷⁵.
 - §10.12.C – Delete the current sub-section entitled “temporary Members and the following language in lieu thereof: “There shall be three alternate members of the Flood and Erosion Control Board, no more than two of whom shall be registered with the same political party. Alternate members shall have terms of three years, which shall be staggered so that not more than one term expires in one year. Such alternate members shall, when seated as herein provided, have all the powers and duties set forth for such board and its members. If a regular member is absent or is disqualified, the chairman of the board shall designate an alternate to so act, choosing alternates in rotation so that they shall act as nearly equal a number of times as possible. If any alternate is not available in accordance with such rotation, such fact shall be recorded in the minutes of the meeting”¹⁷⁶.
 - Add §2 to Appendix A; §3 to Appendix B; and, §4 to Appendix C¹⁷⁷.
 - §10.15 – Ethics Commission. Authority of the Commission to consider actions of Police Chief (and, presumably, other officials) who lie before public bodies, in this instance the Police Commission¹⁷⁸. Review difficulties in filling vacancies and achieving a quorum (10/28) MY COMMENT: I agree, and there needs to be some clarification about what kinds of cases it is assigned¹⁷⁹.
 - §10.16.A – Human Services Commission and Department – Remove “...and handicapped persons” and replace with “and social services”¹⁸⁰.

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence	Research and Report	Relevance Discussion
	<ul style="list-style-type: none"> • Creation of Citizens Commission (“Office of the People”)¹⁸¹. • Address issues of diversity¹⁸² and racial equity (create a racial equity subcommittee)¹⁸³. • The Bicycle & Pedestrian Committee is not established in the town charter. The committee was formed in 2014 by the Board of Selectmen (see attached committee charge). This committee has proven to be beneficial to town in a number of ways, including and not limited to, preparing the Complete Streets Policy, establishing several bike routes in town and advocating for many pedestrian and traffic improvements. The work of this committee should continue as a permanent activity of the town: “if there is a way to include a strengthened Complete Streets Policy in the Charter, we can take the *idea* of making our streets more accessible for all users and do more to make it a *reality* throughout our town¹⁸⁴.” • Boards and Commission should be associated with departments¹⁸⁵; on the other hand, the alignment should bet denigrate or negate the authority of the Conservation Commission. There should also be a mandatory requirement for preservation of conservation records. Finally, is there a need for a Public Works Commission¹⁸⁶? 	
Legal Issues/Comment		
Article XI Standards of Conduct	<ul style="list-style-type: none"> • Brief discussion that it was ok as written. (10/28). ADD: In making appointments, avoid the usual patronage practices, and recommend the best qualified people to fill vacancies in volunteer and paid positions¹⁸⁷. 	
Legal Issues/Comment		
Article XII Budget Procedure and related Matters	<ul style="list-style-type: none"> • Cost of living limit on budget increases¹⁸⁸. • §12.1.C. The budget process needs to be streamlined. There are far too many meetings. Modifications are allowed. (10/28). MY COMMENT: I agree. The process is much too cumbersome, drawn out, and labor intensive for the public to follow closely¹⁸⁹. • §12.3 – Publication of Final Budget. This provision requires the publication of the budget in the newspaper. The entire budget is too large to publish and the Town has been unable to comply with the requirement. The CFO recommends updating this to require electronic publication of the budget on the Town website¹⁹⁰. • §12.8 – Purchasing Authority. <ul style="list-style-type: none"> ○ Review¹⁹¹. ○ Should this provision be moved to Purchasing Agent provision¹⁹²? 	

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence	Research and Report	Relevance Discussion
	<ul style="list-style-type: none"> ○ Board of Education Purchasing Authority: “In regards to the town acting as purchasing authority for BoE--I would ask that BoE be given an official avenue to review/adopt town purchasing policy for FPS purchases or allow FPS to act as its own purchasing authority. School district has some unique expenditures that might require a different policy than those used for municipal services. Need more collaboration on this¹⁹³.” ○ “Recognized as an issue. I know policy is being worked on. Not sure if the Charter or policy is the place to address this. One idea is to have BOE be it’s own purchasing agent or address it in a new policy/charter, but adding comment on the need for changes in purchasing¹⁹⁴.” • §12.9 –Should this provision be moved to Board of Finance¹⁹⁵? NOTE: §12.9. – “Bidding” could be replaced by new language such as “procurement practices.” Re: The role of the Board of Finance in amending procedures and guidelines. It was mentioned by John Mitola that the Board of Finance is in the process of making some procedural recommendation as early as January. (10/28) MY COMMENT: Important . I agree¹⁹⁶ . • Request: Please increase amount required to solicit 3 bids (currently 3 K, maybe 5K or 10 K?) and increase amount for contract bidding. (I think the State is 50K), even 25K or 30K may reduce tight project or grant schedules/workload¹⁹⁷. • Confirm Purchasing can honor State DAS procurement –for low bid, quality Based selections, etc. Add Regional COGs such as Central and Western COG and obviously MetroCOG (our COG). A reach but maybe.....Further extent would include another municipality awards IF state or Similar Town procurement procedures were followed¹⁹⁸. 	
Legal Issues/Comment		
Article XIII Referenda	<ul style="list-style-type: none"> • §13.2.F Manner of Holding Referendum is confusing to most, and needs clarification as to what is required to pass a referendum¹⁹⁹. • There seems to be some confusion about the language in 13.2. F. I might be clearer if the language in state statute §7-191 (f) was used. (SUGGESTION: Vote necessary to pass referenda to reverse or modify the action taken by the RTM. Must be approved by a majority of voters that exceeds 25% of the total number of electors of the Town eligible to vote as of the close of business on the day before the election.)²⁰⁰. 	
Legal Issues/Comment		
Article XIV		

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence	Research and Report	Relevance Discussion
Miscellaneous	<ul style="list-style-type: none"> §14.1 – Official Seal provision should be reviewed²⁰¹. Why or how did this suggestion to change the Town Seal come about. Someone did the artwork years ago. Is it offensive? What is the issue here²⁰² ? §14.2. Existing Ordinances (ADD: “and the General Statutes of the State of Connecticut²⁰³.” §14.4. Submission and Effective Date (CHANGE dates)²⁰⁴. 	
Legal Issues/Comment		
Article XV Transition Provisions	<p>Board of Education (While there appears to be interest in retaining the four year term, it was pointed out that some nomination have resulted in uncontested elections. If proposed, add new language. (10/28) I agree²⁰⁵.)</p> <p>Police and fire Commissions (ELIMINATE?²⁰⁶.)</p>	

Procedural Issues	<ul style="list-style-type: none"> Request for copies of 1997 and 1985 charters and minutes from CRC meetings in 1992, 1997 and 2007²⁰⁷. Request for Proposed Redlines of Charter Provisions²⁰⁸ Composition of CRC is not reflective of the racial demographics of Fairfield²⁰⁹ and lacking in diversity²¹⁰. Additionally, the process for review must be completely transparent²¹¹, equitable²¹² and include specific measures beyond the opportunity for public hearing to ensure that it is fair and representative of all members of our community²¹³. Concerns about conflict between the CRC members who served on the Strategic Planning Committee; one witness suggested “ex officio” membership (Note: presumably “non-voting membership)²¹⁴ and resulting imbalance on CRC²¹⁵ CRC meetings should be conducted in public²¹⁶ and live on Fair TV²¹⁷. Hold off on Charter revision until the Town has funds to conduct inclusive virtual meetings²¹⁸. “...a number of department heads were absent from the Oct 14th CRC meeting and was curious if they emailed or otherwise communicated their suggestions. If so, may I trouble you to let me know where I might access that data. I did review the "Issue Tracking Chart" which was very thorough²¹⁹!” Why doesn't the administration post what parts of the charter she wants to revise²²⁰? Note: Public Official testimony will occur on November <li style="background-color: #00b050; color: white;">Notice²²¹- additional notice should be provided - I was only informed on Thursday, November 4, 2021 of the invitation to hear testimony as a public official, with written comments due by noon on Monday, November 8, 2021. This is barely 1 business day: (a) This is inadequate time to enable elected officials to review, assess and detail changes that are recommended, or not recommended; (b) I suggest that added 	
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Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence	Research and Report	Relevance Discussion
	<p>meetings be held to enable the elected officials (and department heads) to properly inform the Charter Revision Commission of their recommendations; and, (c) I specifically request that all elected officials and all department heads be asked again for detailed input and that they be provided added time to provide input prior to moving beyond the due diligence phase- it is imperative that this commission be fully informed by those actually doing the work of the existing Charter before convening to draft recommended changes</p> <ul style="list-style-type: none"> • Invitees²²²-- the list of elected officials invited to testify at tonight's meeting is very lengthy- Board of Assessment Appeals, Board of Education, Board of Finance, Board of Selectmen, RTM, Town Plan & Zoning Commission, Zoning Board of Appeals; (a) I believe this list may exceed 100 invitees, far too many to be accommodated in 1 session; and, (b) I suggest that added meetings be held with smaller groupings of elected officials so that each group can more effectively be heard as part of the CRS's due diligence process • Public Access²²³-- the Agenda omits the webex access link thereby preventing the public from being able to participate even as observers, and making it harder also for invitees to gain access because the information was only provided in an email; also I do not believe FairTV broadcast the hearings live aside from the one public input hearing held: (a) I suggest that all Agendas provide webex links and that FairTV cover the meetings live- anything less will degrade public confidence in the CRC's work and the credibility of any recommendations made; and, (b) To make up for prior lack of public access, additional meetings should be held, as part of the due diligence phase (i.e. before the CRC compiles its recommendations). 	
Non Charter issues	<ul style="list-style-type: none"> • Request for expanded restrictions pertaining to ATV operation on private property and the regulation of dirt bikes on private property²²⁴ • Include provisions to allow the town to accept private sponsorships with naming rights of town controlled sites (revenue generation)²²⁵. • Modify the 6' setback for recycled materials on homeowners property to be curbside, like the trash bins²²⁶. • Allow for a private funding group to be created and in coordination with the Town for Special projects to enhance the standard of living in Fairfield²²⁷. • Traffic issues on Post Road, Black Rock Turnpike and Kings Highway at New England Avenue²²⁸. • Town should start implementing a storm water ordinance and illicit discharge ordinance²²⁹. • Move the municipal election to even numbered years, if permitted by law²³⁰. Note: The issue of conducting election is controlled by statute law; see, C.G.S. §9-164(a). • Burr Gardens Advisory Committee requests revision of its original charter as approved by the Board of Selectmen on June 20, 2012²³¹. • The Town publishes an annual updated list which is titled "Officials, Boards & Commissions" with lists of members and terms of office. This is compiled by the Town Clerk. New committees and task forces can 	

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence	Research and Report	Relevance Discussion
	<p>be added or eliminated on an annual basis²³².</p> <ul style="list-style-type: none"> (1) Do “(n)ot allow...large corporations to take over town with exorbitant rents but rather supporting small businesses only, with reasonable, appropriate rent”; (2) “Keep...the noise level way down at FW High school athletic field as the entire region should not have to listen to it. In general, the noise ordinance needs to be stricter as fireworks in residential areas are too loud. Also, minimize...aircraft fly overs”; (3) “Ban...all dangerous, harmful chemical usage that pollutes the air, water and soil such as pesticides, inorganic fertilizers, glyphosate weed killer and any others and promoting pollinator pathways to support agriculture and safe food in the town and state, especially on golf courses in town. There are safe, natural ways to maintain flora and fauna”; (4) “Preserve, conserve and declare as much open space as possible as wildlife refuges, ongoing, for balance and respite for all to visit and partake, considering future generations”; (5) “To designate and create more community gardens downtown at the senior center and town hall area. Not just soccer fields as residents need this important recreation as there could be food shortages with all going on globally²³³”; and (6) “dangerous forever chemical PFAS to my submission to ask that it be in the town charter that the communities water be tested for it as it is highly toxic, never breaks down and manufacturers incorporate it into so many products²³⁴”. 	

Addendum 1: Committee Charge of the Bicycle and Pedestrian Committee (See, Boards and Commissions).

The Town of Fairfield recognizes the need to encourage walking and biking for transportation, recreation, exercise and quality of life. Walking and biking conserve energy, improve air quality, reduce traffic and the need for parking, improve health and fitness, and invigorate the local economy through increased access to local businesses and greater potential for tourism. These community-wide benefits will be achieved through institutional, planning, enforcement, education and infrastructure actions.

The Board of Selectmen shall appoint a Bicycle and Pedestrian Committee consisting of nine members to serve terms of four years; however, the initial appointees shall have staggered terms of two years (3 members), three years (3 members) and four years (3 members). No more than five members of the Committee shall be members of the same political party. The Committee shall elect a Chairperson, Vice Chairperson and Secretary. A Committee member may be removed by the Board of Selectmen for good cause upon a two thirds vote of the Committee. Failure to attend four consecutive meetings without good reason shall constitute good cause for removal. All vacancies shall be filled by a vote of the Board of Selectmen. This Committee is established by the Board of Selectmen and can be terminated by a vote of the Board of Selectmen at any time.

The Bicycle and Pedestrian Committee shall:

- Advocate for the recommendations in the Fairfield Bicycle & Pedestrian Master Plan in collaboration with Town staff.
- Monitor transportation and other projects to ensure that they are consistent with the proposed and/or adopted Complete Streets Policy.
- Monitor and evaluate the Town's progress in the implementation of the Fairfield Bicycle & Pedestrian Master Plan.

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence

Research and Report

Relevance Discussion

- Convene regular meetings dedicated to the review of goals, implementation, outcomes and budgets.
- Provide an annual status report to the Board of Selectmen.
- Update the Fairfield Bicycle & Pedestrian Master Plan every five years in conjunction with updates in the Plan of Conservation and Development.

The Bicycle and Pedestrian Committee may:

- Coordinate public awareness campaigns, educational trainings and events.
- Conduct research and evaluation.
- Seek grants and accept donations from private individuals and public entities.
- Enlist staff, consultants and/or volunteers as needed to address specific tasks of the Committee.

Approved by BOS on 5121114

Addendum 2: Establishment of Boards of Finance (See, §8.3.A, above).

CGS §7-340. Towns may establish. Any town may, at any annual or special meeting, warned and held for that purpose, vote to establish a board of finance. If such vote is in the affirmative, a certificate of such approval shall be recorded in the office of the clerk of such town and a certified copy thereof shall be filed by such clerk in the office of the Secretary of the State, who shall record the same. Within ten days after such affirmative vote has been passed by any town, **its selectmen shall appoint six electors and taxpayers of such town as members of such board**, each of whom shall serve from the date of his appointment to the date of the election and qualification of his successor in accordance with the provisions of section 9-202. All rights and powers conferred and duties and obligations imposed by the general statutes upon boards of finance shall be held to be conferred or imposed upon each board of finance as soon as it is established under the provisions of this chapter. No town shall vote to abolish a board of finance until after the expiration of two years from the date of its establishment.

¹ Submission of Judith Ewing, 98 Sasco Hill Terrace - 6 and 16 October 2021

² Submission of Judith Ewing, 98 Sasco Hill Terrace - 6 October 2021

³ Submission of Judith Ewing, 98 Sasco Hill Terrace – 6 and 16 October 2021

⁴ Public Hearing Testimony of Matthew Hallock, 6 Summerville Street – 6 October 2021

⁵ Public Hearing Testimony of Carolyn Trabuco – 6 October 2021

⁶ Email from Judith Ewing, 98 Sasco Hill Terrace - 16 October 2021

⁷ Submission of Jennifer A. Gillis, 230 Nichols Street – 6 October 2021

⁸ Public Hearing Testimony of Matthew Hallock, 6 Summerville Street – 6 October 2021

⁹ Public Presentation of Commission Counsel- - 28 October.2021

¹⁰ Public Presentation of Town Attorney Baldwin – 28 October 2021.

¹¹ Public Presentation of Town Attorney Baldwin – 28 October 2021.

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence

Research and Report

Relevance Discussion

- 12 Public Testimony of Constable Robert Arturi – 8 November 2021
- 13 Public Presentation of Town Attorney Baldwin – 28 October 2021.
- 14 Submission of Commissioner Mitola – 15 November 2021.
- 15 Public Presentation of Town Attorney Baldwin – 28 October 2021.
- 16 Submission of Commissioner Mitola – 15 November 2021.
- 17 Submission of Commissioner Mitola – 15 November 2021.
- 18 Submission of Commissioner Mitola – 15 November 2021.
- 19 Submission of Becky Bunnell, Chair Flood and Erosion Control Board – 15 November 2021.
- 20 Public Presentation of Commission Counsel- - 28 October.2021
- 21 Submission of Christine Vitale, Chair, Board of Education – 8 November 2021
- 22 Submission of Judith Ewing – 9 November 2021
- 23 Submission of Commissioner Mitola – 15 November 2021.
- 24 Submission of Commissioner Mitola – 15 November 2021.
- 25 Submission of Commissioner Mitola – 15 November 2021.
- 26 Submission from Jennifer Jacobsen, Board of Education – 8 November 2021.
- 27 Submission of Judith Ewing – 9 November 2021
- 28 Submission of Judith Ewing – 9 November 2021
- 29 Submission of Judith Ewing – 9 November 2021
- 30 Submission of Judith Ewing – 9 November 2021
- 31 Public Presentation of Commission Counsel- - 28 October.2021
- 32 Submission of Judith Ewing - 6 October 2021 and Public Testimony of Karen Wackerman RTM Moderator – 8 November 2021
- 33 Public Presentation of Town Attorney Baldwin – 28 October 2021.
- 34 Submission of Judith Ewing – 9 November 2021
- 35 Public Presentation of Town Attorney Baldwin – 28 October 2021.
- 36 Public Testimony of Town Clerk Elizabeth P. Browne, MMC, MCTC – 14 October 2021
- 37 Public Testimony of Bill Gerber, RTM Member, 2nd District – 8 November 2021.
- 38 Public Presentation of Commission Counsel- - 28 October.2021
- 39 Submission of Christine Vitale, Chair, Board of Education – 8 November 2021
- 40 Public Hearing Testimony of Jenn Jacobsen – 6 October 2021.
- 41 Submission of Judith Ewing – 9 November 2021
- 42 Addressed by CRC during Redline session – 28 October 2021.
- 43 Submission of Judith Ewing – 9 November 2021
- 44 Submission of Judith Ewing – 9 November 2021
- 45 Public Testimony of Bill Gerber, RTM Member, 2nd District – 8 November 2021.
- 46 Public Presentation of Town Attorney Baldwin – 28 October 2021.
- 47 Submission of Judith Ewing – 9 November 2021
- 48 Submission of Judith Ewing – 9 November 2021
- 49 Public Presentation of Commission Counsel- - 28 October.2021

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence

Research and Report

Relevance Discussion

- ⁵⁰ Public Testimony of Jill Vergara, RTM, 7th District – 9 November 2021.
- ⁵¹ Public Presentation of Commission Counsel- - 28 October.2021
- ⁵² Public Presentation of Commission Counsel- - 28 October.2021
- ⁵³ Public Presentation of Commission Counsel- - 28 October.2021
- ⁵⁴ Submission of William Hurley, Engineering Manager – 12 November 2021.
- ⁵⁵ Submission of William Tuttle, 1375 South Pine Creek road – 5 October 2021; Submission of Jill Vergara, RTM 7th District – 7 October 2021; Submission of Donald R. Kleber, 7 October 2021
- ⁵⁶ Submission by Ron Pine, Police Commissioner – 15 November 2021.
- ⁵⁷ Submission by Fire Chief Denis McCarthy – 15 November 2021.
- ⁵⁸ Public Presentation of Commission Counsel- - 28 October.2021.
- ⁵⁹ Submission of Judith Ewing – 9 November 2021
- ⁶⁰ Public Presentation of Town Attorney Baldwin – 28 October 2021.
- ⁶¹ Submission of Judith Ewing – 9 November 2021
- ⁶² Submission of Judith Ewing – 9 November 2021
- ⁶³ Submission of Judith Ewing – 9 November 2021
- ⁶⁴ Public Presentation of Commission Counsel- - 28 October.2021
- ⁶⁵ Submission of Judith Ewing – 9 November 2021
- ⁶⁶ Submission of Carol Waxman, 1255 Fairfield Beach Road - 5 October 2021.
- ⁶⁷ Submission of Alexis Harrison – 8 November 2021.
- ⁶⁸ Submission of Commissioner Mitola – 15 November 2021.
- ⁶⁹ Submission of Carol Waxman, 1255 Fairfield Beach Road – 14 November 2021
- ⁷⁰ Submission of Erin Lopez, 77 Patricia Circle – 13 October 2021.
- ⁷¹ Email from Peter Tallman, RTM Member, 8th District – 6 November 2021.
- ⁷² Email from Frank W. Petise, RTM Member, 10th District – 7 November 2021.
- ⁷³ Email from Karen A. McCormack, RTM Member, 2nd District – 7 November 2021 and Public testimony – 8 November 2021.
- ⁷⁴ Public Testimony of Dru Mercer Georgiadis RTM Member 9th District – 8 November 2021.
- ⁷⁵ Public Testimony of Bill Gerber, RTM Member, 2nd District – 8 November 2021.
- ⁷⁶ Public Testimony of Sharon Pistilli, RTM 3rd District – 8 November 2021.
- ⁷⁷ Public Testimony of Jay Wolk, RTM 5th District – 8 November 2021.
- ⁷⁸ Public Testimony of John Kuhn, RTM 7th District – 8 November 2021.
- ⁷⁹ Submission of Crissy Kelly, RTM 9th District – 9 November 2021.
- ⁸⁰ Submission of Ed Bateson RTM, 1st District 7 November 2021.
- ⁸¹ Submission of Alexis Harrison, 99 Welch Terrace – 8 November 2021.
- ⁸² Public Presentation of Town Attorney Baldwin – 28 October 2021.
- ⁸³ Submission of Judith Ewing – 9 November 2021
- ⁸⁴ Public Testimony of Karen Wackerman RTM Moderator and 7th District; Public Testimony of Bill Gerber and Jill Vergara, RTM Member, 2nd and 7th Districts – 8 November 2021.
- ⁸⁵ Public Testimony of Karen Wackerman RTM Moderator and 7th District and Jill Vergara, RTM 7th District – 8 November 2021,

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence

Research and Report

Relevance Discussion

- ⁸⁶ Public Testimony of Jill Vergara, RTM 7th District – 8 November 2021.
- ⁸⁷ Public Testimony of Jill Vergara, RTM 7th District – 8 November 2021.
- ⁸⁸ Public Presentation of Commission Counsel- - 28 October.2021
- ⁸⁹ Public Testimony of Town Clerk Elizabeth P. Browne, MMC, MCTC – 14 October 2021; See also, Public Presentation of Town Attorney Baldwin – 28 October 2021
- ⁹⁰ Submission of Judith Ewing – 9 November 2021
- ⁹¹ Public Testimony of Town Clerk Elizabeth P. Browne, MMC, MCTC – 14 October 2021
- ⁹² Public Presentation of Town Attorney Baldwin – 28 October 2021.
- ⁹³ Submission from Jennifer Jacobsen, Board of Education – 8 November 2021.
- ⁹⁴ Submission from Jennifer Jacobsen, Board of Education – 8 November 2021.
- ⁹⁵ Submission of Jan Carpenter, 144 Harbor Road – 5 October 2021
- ⁹⁶ Submission of Morton Fisher, 172 Sigwin Drive – 6 October 2021
- ⁹⁷ Public Presentation of Town Attorney Baldwin – 28 October 2021.
- ⁹⁸ Public Presentation of Town Attorney Baldwin – 28 October 2021.
- ⁹⁹ Issue raised by CRC – 28 October 2021.
- ¹⁰⁰ Submission from Jennifer Jacobsen, Board of Education – 8 November 2021.
- ¹⁰¹ Submission from Jennifer Jacobsen, Board of Education – 8 November 2021.
- ¹⁰² Submission of Judith Ewing – 9 November 2021
- ¹⁰³ Submission of Judith Ewing – 9 November 2021
- ¹⁰⁴ Submission of Town CFO Jared Schmitt – 14 October 2021; See also, Public Presentation of Town Attorney Baldwin – 28 October 2021.
- ¹⁰⁵ Public Testimony of Karen Wackerman RTM Moderator and 7th District – 8 November 2021
- ¹⁰⁶ Public Testimony of Bill Gerber, RTM Member, 2nd District – 8 November 2021.
- ¹⁰⁷ Submission of Judith Ewing – 9 November 2021
- ¹⁰⁸ Submission of Commissioner Mitola – 15 November 2021.
- ¹⁰⁹ Submission of Judith Ewing - 6 October 2021
- ¹¹⁰ Public Presentation of Town Attorney Baldwin – 28 October 2021.
- ¹¹¹ Submission of Judith Ewing – 9 November 2021
- ¹¹² Public Presentation of Town Attorney Baldwin – 28 October 2021.
- ¹¹³ Public Presentation of Town Attorney Baldwin – 28 October 2021.
- ¹¹⁴ Submission of Jan Carpenter, 144 Harbor Road – 5 October 2021
- ¹¹⁵ Submission of Alexis Harrison, 8 November 2021.
- ¹¹⁶ Public Hearing Testimony of Ed Bateson, 12195 North Street (RTM District 1) – 6 October 2021; Submission of Jan Carpenter, 144 Harbor Road – 5 October 2021
- ¹¹⁷ Submission of Judith Ewing - 6 October 2021
- ¹¹⁸ Submission of Jeff Peterson, Board of Education – 8 November 2021
- ¹¹⁹ Submission of Jeff Peterson, Board of Education – 8 November 2021
- ¹²⁰ Submission of Christine Vitale, Chair, Board of Education – 8 November 2021
- ¹²¹ Submission of Judith Ewing – 9 November 2021

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence

Research and Report

Relevance Discussion

- ¹²² Submission of Judith Ewing – 9 November 2021
- ¹²³ Submission of Town CFO Jared Schmitt – 14 October 2021 (Citing C.G.S. §7-340.
- ¹²⁴ Submission of Assessor Ross D. Murray, CCMA II – 12 October 2021; See also, See also, Public Presentation of Town Attorney Baldwin – 28 October 2021.
- ¹²⁵ Submission of Kathryn L. Braun, Town Planning and Zoning Commission – 8 November 2021.
- ¹²⁶ Submission of William Tuttle, 1375 South Pine Creek Road – 5 October 2021
- ¹²⁷ Submission of Chief Robert Kalamaras – 12 October 2021
- ¹²⁸ Public Testimony of Town Attorney James Baldwin – 14 and 28 October 2021.
- ¹²⁹ Submission of Judith Ewing – 9 November 2021
- ¹³⁰ Submission of Commissioner Mitola – 15 November 2021.
- ¹³¹ Submission of Commissioner Mitola – 15 November 2021.
- ¹³² Submission of Commissioner Mitola – 15 November 2021.
- ¹³³ Submission of Town CFO Jared Schmitt – 14 October 2021.
- ¹³⁴ Issue raised by CRC – 28 October 2021.
- ¹³⁵ Submission of Judith Ewing – 9 November 2021
- ¹³⁶ Public Presentation of Town Attorney Baldwin – 28 October 2021.
- ¹³⁷ Submission of Judith Ewing – 9 November 2021
- ¹³⁸ Submission of John Marsilio, Director of Public Works – 13 October 2021; See also, Public Presentation of Town Attorney Baldwin – 28 October 2021.
- ¹³⁹ Submission of Judith Ewing – 9 November 2021
- ¹⁴⁰ Submission of Kathryn L. Braun, Town Planning and Zoning Commission – 8 November 2021.
- ¹⁴¹ Submission of Patrick C. Burhenne, 827 riverside Drive – 5 November 2021.
- ¹⁴² Submission of William Hurley, Engineering Manager – 12 November 2021.
- ¹⁴³ Submission of Becky Bunnell, Chair Flood and Erosion Control Board – 15 November 2021.
- ¹⁴⁴ Submission of Judith Ewing – 9 November 2021
- ¹⁴⁵ Email from Commissioner Iacono – 19 October 2021; See, email from Jeanne Stevens – 6 October 2021.
- ¹⁴⁶ Public Presentation of Commission Counsel- - 28 October.2021
- ¹⁴⁷ Public Presentation of Town Attorney Baldwin – 28 October 2021.
- ¹⁴⁸ Public Testimony of Henry Yoon, Board of Health – 14 October 2021.
- ¹⁴⁹ Submission by Fire Chief Denis McCarthy – 15 November 2021.
- ¹⁵⁰ Submission of Jane Gitlin Nishball, 67 Middlebrook Place – 5 October 2021
- ¹⁵¹ Public Hearing Testimony of Kathy Braun – 6 October 2021.
- ¹⁵² Public Hearing Testimony of Patrick Wackerman, 27 riverside Drive – 6 October 2021
- ¹⁵³ Submission of Judith Ewing – 9 November 2021
- ¹⁵⁴ Email from Peter Tallman, RTM Member, 8th District – 6 November 2021.
- ¹⁵⁵ Submission of Kathryn L. Braun, Town Planning and Zoning Commission – 8 November 2021.
- ¹⁵⁶ Submission of Jan Carpenter, 144 Harbor Road – 5 October 2021
- ¹⁵⁷ Public Testimony of Becky Bunnell, Sustainable Fairfield Task Force, _____ – 14 October 2021
- ¹⁵⁸ Public Hearing Testimony of Ed Bateson, 12195 North Street (RTM District 1) – 6 October 2021;

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence

Research and Report

Relevance Discussion

- ¹⁵⁹ Public Hearing Testimony and Submission of Jeanne Stevens, Eunice Dennie Burr Chapter DAR, 71 Old Mill Road – 6 October 2021
- ¹⁶⁰ Submission of Kathryn L. Braun, Town Planning and Zoning Commission – 8 November 2021.
- ¹⁶¹ Submission of Jane Gitlin Nishball, 67 Middlebrook Place – 5 October 2021
- ¹⁶² Submission of Kathryn L. Braun, Town Planning and Zoning Commission – 8 November 2021.
- ¹⁶³ Submission of Commissioner Mitola – 15 November 2021.
- ¹⁶⁴ Submission of Judith Ewing – 9 November 2021
- ¹⁶⁵ Submission by Ron Pine, Police Commissioner – 15 November 2021.
- ¹⁶⁶ Submission by Fire Chief Denis McCarthy – 15 November 2021.
- ¹⁶⁷ Public Presentation of Town Attorney Baldwin – 28 October 2021.
- ¹⁶⁸ Submission of Judith Ewing – 9 November 2021
- ¹⁶⁹ Public Testimony of Henry Yoon, Board of Health – 14 October 2021.
- ¹⁷⁰ Email from Jason Li, Chair, Holland Hill and Mill Hill Building Committee – 14 October 2021.
- ¹⁷¹ Public Presentation of Town Attorney Baldwin – 28 October 2021.
- ¹⁷² Submission of Judith Ewing – 9 November 2021
- ¹⁷³ Submission of Commissioner Mitola – 15 November 2021.
- ¹⁷⁴ Public Testimony of Becky Bunnell, Sustainable Fairfield Task Force, _____ – 14 October 2021
- ¹⁷⁵ Submission of Becky Bunnell, Chair Flood and Erosion Control Board – 15 November 2021.
- ¹⁷⁶ Submission of Becky Bunnell, Chair Flood and Erosion Control Board – 15 November 2021.
- ¹⁷⁷ Submission of Becky Bunnell, Chair Flood and Erosion Control Board – 15 November 2021.
- ¹⁷⁸ Submission of Jeffrey E. Bloch – 6 October 2021
- ¹⁷⁹ Submission of Judith Ewing – 9 November 2021
- ¹⁸⁰ Public Testimony of Julia DeMarco, _____ - 14 October 2021
- ¹⁸¹ Public Hearing Testimony of Matthew Hallock, 6 Summerville Street – 6 October 2021
- ¹⁸² Public Hearing Testimony of Keri Langerman, 1506 Burr Street – 6 October 2021.
- ¹⁸³ Submission of Douglas W. Bunnell, Ph. D, 2008 Fairfield Beach Road – 4 October 2021.
- ¹⁸⁴ Public testimony and submission of Sara Roy – 14 and 18 October 2021; Submission of Laura O'Brien, Vice Chair, 178 Glengarry Road – 14 October 2021
- ¹⁸⁵ Public Testimony of Sharon Pistilli, RTM 3rd District – 8 November 2021.
- ¹⁸⁶ Public Testimony of Kay Braun – 8 November 2021.
- ¹⁸⁷ Submission of Judith Ewing – 9 November 2021
- ¹⁸⁸ Submission of Jan Carpenter, 144 Harbor Road – 5 October 2021
- ¹⁸⁹ Submission of Judith Ewing – 9 November 2021
- ¹⁹⁰ Submission of Town CFO Jared Schmitt – 14 October 2021.
- ¹⁹¹ Public Hearing Testimony of Jenn Jacobsen – 6 October 2021.
- ¹⁹² Public Presentation of Commission Counsel- - 28 October 2021.
- ¹⁹³ Submission of Christine Vitale, Chair, Board of Education – 8 November 2021
- ¹⁹⁴ Submission from Jennifer Jacobsen, Board of Education – 8 November 2021.
- ¹⁹⁵ Public Presentation of Commission Counsel- - 28 October 2021.

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence

Research and Report

Relevance Discussion

- ¹⁹⁶ Submission of Judith Ewing – 9 November 2021
- ¹⁹⁷ Submission of William Hurley, Engineering Manager – 12 November 2021.
- ¹⁹⁸ Submission of William Hurley, Engineering Manager – 12 November 2021.
- ¹⁹⁹ Submission of Judith Ewing - 6 October 2021
- ²⁰⁰ Submission of Judith Ewing – 9 November 2021
- ²⁰¹ Public Presentation of Town Attorney Baldwin – 28 October 2021.
- ²⁰² Submission of Judith Ewing – 9 November 2021
- ²⁰³ Submission of Judith Ewing – 9 November 2021
- ²⁰⁴ Submission of Judith Ewing – 9 November 2021
- ²⁰⁵ Submission of Judith Ewing – 9 November 2021
- ²⁰⁶ Submission of Judith Ewing – 9 November 2021
- ²⁰⁷ Submission of Kathleen Griffin -4 November 2021.
- ²⁰⁸ Submission of Robert C. Lamonica, 423 Lucille Street – 5 October 2021
- ²⁰⁹ Submission of Hannah Fichandler, Newman Place – 5 October 2021; Jennifer Ellwood, 46 Bibbins Ave – 6 October 2021; Katie Romeo, 237 Greenfield Street – 6 October 2021
- ²¹⁰ Public Hearing Testimony of Selectwoman Nancy Lefkowitz – 6 October 2021.
- ²¹¹ Public Hearing Testimony of State Representative Lisa Devlin (134th District) – 6 October 2021.
- ²¹² Public Hearing Testimony of Keri Langerman, 1506 Burr Street – 6 October 2021.
- ²¹³ Submission of Jennifer Ellwood, 46 Bibbins Ave – 6 October 2021; Katie Romeo, 237 Greenfield Street – 6 October 2021
- ²¹⁴ Public Hearing Testimony of Sarah Keitt, 538 Winepoge Drive and Karen Wackerman, RTM District 7 – 6 October 2021; Submissions of Jennifer Ellwood, 46 Bibbins Ave – 6 October 2021; Katie Romeo, 237 Greenfield Street – 6 October 2021; Michelle Walker, PhD, 127 Blueridge – 7 October 2021; and, Bud Morten - 3 October 2021.
- ²¹⁵ Public Hearing Testimony of William Gerber, RTM District 2) – 6 October 2021
- ²¹⁶ Public Hearing Testimony of State Representative Cristin McCarthy Vahey – 6 October 2021
- ²¹⁷ Submission of Judith Ewing - 6 October 2021
- ²¹⁸ Submission of Carol Waxman, 1255 Fairfield Beach Road - 14 October 2021.
- ²¹⁹ Email from Eve Burhenne, 827 Riverside Drive – 22 October 2022.
- ²²⁰ Email from Thor Valiant – 22 October 2022
- ²²¹ Submission of Kathryn L. Braun, Town Plan and Zoning Commission – 8 November 2021.
- ²²² Submission of Kathryn L. Braun, Town Plan and Zoning Commission – 8 November 2021.
- ²²³ Submission of Kathryn L. Braun, Town Plan and Zoning Commission – 8 November 2021.
- ²²⁴ Submission of Karen and Ed Bassett, 145 Wormwood Road; Denise and Jim Honeycutt, 130 Wormwood Road; Barbara “Bobbi” Williams, 136 Wormwood Road; John Peteshel, 161 Wormwood Road; and Sheree Cunningham, 175 Wormwood Road – 5 October 2021.
- ²²⁵ Submission of Justin C. Beck, 41 Beth Drive – 22 September 2021.
- ²²⁶ Submission of Justin C. Beck, 41 Beth Drive – 22 September 2021.
- ²²⁷ Submission of Justin C. Beck, 41 Beth Drive – 22 September 2021.
- ²²⁸ Submission of Michael A. Dowling, 1375 Kings Highway -1 October 2021
- ²²⁹ Submission of William Hurley, Town Engineering Manager – 14 October 2021

Issues Tracking Chart – Fairfield Charter Revision Commission

Substantial Due Diligence

Research and Report

Relevance Discussion

²³⁰ Submission of Professor David Downie, 655 Warner Hill Road – 17 + 21 October 2021

²³¹ Email from Robert Twardzik, Chair and Laura Fasano former Chair – 14 October 2021

²³² Submission of Judith Ewing, 98 Sasco Hill Terrace – 16 October 2021

²³³ Email from Barbara Harris – 18 October 2021

²³⁴ Email from Barbara Harris – 19 October 2021