

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

Purchasing Department | Town of Fairfield
pobrien@fairfieldct.org | (P) 203-256-3060
<http://www.fairfieldct.org/purchasing>

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?