



**CHARTER REVISION COMMISSION
REGULAR MEETING
JANUARY 23, 2025
6:30 PM TOWN HALL, SCITICO ROOM**

MEETING OPENING

- Meeting declared open at 6:30pm by Chairman Nelson

ROLL CALL

Commissioners	Present
Nikki Ann Price	Yes
Philip R. Dumond	Yes
Annemarie Nasuta	Yes
Thomas Cremona	Yes
Seth David Klase	No
Zachary P. Zannoni	Yes
Lewis S. Fiore	Yes
Lora Rae Anderson	Yes
Ken Nelson Jr.	Yes
Robert Cressotti	No
Michael Ludwick	Yes

APPROVAL OF MINUTES: COMMISSIONER NASUTA

- Commissioner Fiore 2nd
- Unanimous approval

MOTION TO ADD RECORDING OF MEETINGS TO AGENDA: COMMISSIONER FIORE

- Commissioner Anderson 2nd
- Unanimous approval to add

MOTION TO DISCUSS RECORDING OF MEETINGS: COMMISSIONER FIORE

- Commissioner Anderson 2nd
- Unanimous approval to discuss
- Commissioner Fiore ask for an update
- Update from Chairman Nelson: IT will be submitting a budget to town council at their next meeting for a vote. Chairman Nelson reminded the Commission expenditures of taxpayer dollars should go through Town Council.

MOTION TO TABLE RECORDING OF MEETINGS: COMMISSIONER FIORE

- Commissioner Anderson 2nd
- Unanimous approval to table

DISCUSSION RE: POSSIBLE ADDITIONAL CHARTER REVISIONS

New Suggestions

- Chairman Nelson shared that some Town Council suggestions came in after the deadline and asked whether or not we would consider them at this time.
- The Commission had consensus not to discuss ideas submitted after the submission deadline

DISCUSSION/POSSIBLE ACTION REGARDING PROPOSED CHARTER REVISIONS

Strike Constables/Add Two-Year Terms for Registrars of Voters

- Commissioner Fiore motioned to remove “and constables” from the charter
- **Unanimous consent**

Increasing Elected Terms to Four Years/Possible Staggered

- **Consensus to remove from consideration.**

All At Large – No District Town Council Seats

- Commissioner Fiore shared history regarding district seats, reminded the Commission this was a compromise long ago to help ensure particularly Thompsonville and Hazardville had representation.
- Chairman Nelson reiterated the importance of district level representation and expressed concern that all at large may result in a situation where representation is skewed.
- Commissioner Anderson suggested we discuss some broader but related issues, an example being whether or not it’s possible to ensure every resident can vote for Mayor.
- Chairman Nelson reminded the Commission that the Mayor does not have any more power than any other councilor in our system.
- Commissioner Ludwick reiterated that the Town Council functions like a board of directors, and the system works.
- After some discussion, Chairman Nelson re-focused the Commission on Commissioner Zannoni’s suggestion.
- Commissioner Zannoni articulates that he believes we should function as one Enfield, and that everyone on the Town Council represents the interests of the town, and that as residents we should be able to vote for the majority of people on the council. In addition, Commissioner Zannoni articulated that if you are running for an at large seat, you have an 88% chance of winning, whereas Districts are more challenging to win, which may discourage some from running, but also may lead to complacency among elected officials.
- Chairman Nelson asked for a consensus on whether or not to move forward with this topic in discussions.
- Role call vote:

Commissioners	Vote/Thoughts on At Large Proposal
Nikki Ann Price	No
Philip R. Dumond	No
Annemarie Nasuta	No
Thomas Cremona	No
Seth David Klase	AB
Zachary P. Zannoni	Yes
Lewis S. Fiore	No
Lora Rae Anderson	Yes
Ken Nelson Jr.	No
Robert Cressotti	AB
Michael Ludwick	No

- Majority of councilors agree to not move forward with the proposal.

Term Limits: *Proposal submitted was to limit to no more than three consecutive terms, and not be eligible to run again for at least one term.*

- Commissioner Ludwick said he is in support of term limits in some cases, but has some doubts at the town level. Commissioner also indicated some clarification on the second portion of the proposal is needed.
- Commissioner Zannoni articulated that term limits should not be imposed as the decision should remain with the voters. Commissioner also reminded the Commission of the value of institutional knowledge.
- Chairman Nelson reiterated that the wealth of knowledge by some long serving members is priceless and valuable.
- Commissioner Dumond proposed discussing a requirement to have councilors move between At-Large and districts as a compromise.
- Commissioner Fiore expressed it is up to the voters to make the decision.
- **Commission has a consensus to remove term limits from discussion.**

Limiting the number of elected and appointed offices someone can hold

- Commissioner Zannoni: Articulates he's opposed as this should ultimately be up to the voters.
- Commissioner Fiore: If we move forward with this discussion, we need to discuss the Board of Education being able to fill their own vacancies and Town Council filling vacancies without interference from the other party. This would require an amendment in section 4.
- Town Clerk Bailey: Clarified this is in some charters – but it would still have to pass attorney muster
- Chairman Nelson: Suggested there are potential conflicts of interest. For example if a state elected official is on town council, but does not agree with them, they may not be appropriately representing the wishes of the town in Hartford. Chairman Nelson also clarified he does not think anyone should need to resign unless they win.
Commissioner Nasuta: Voters voted for someone in the role they have been elected to and they should see it through.
- Town Clerk Bailey confirmed that we would need to make some changes on appointed boards if we were to include appointed positions.
- Commissioner Cremona: Said he does not see concerns with elected officials and appointed boards.
- Commissioner Ludwick: Articulated he is not opposed to the discussion but does want to make sure it is constitutional.
- Chairman Nelson: You can't run for house and senate at the federal level, you can only hold one seat – we should be consistent. If someone has the time and is committed, they still should be able to be on boards and commissions.
- Commissioner Fiore clarified that while he's aware that all council members need to vote on replacements, that the charter is also a document to inspire faith in cooperation among town officials and residents. Commissioner Fiore clarified that multiple members of the Commission may be hesitant to support the idea of office holders having one office at a time if section 4 is not amended as previously discussed.
- **There is consensus to keep this topic under consideration.**

Prohibition of Town Employees being in town office

- Commissioner Cremona: Clarified what we mean when we say town employees – do we mean teachers, police, fire, public works? Do we have any examples of past wrongdoing?
- Chairman Nelson clarified that firefighters are not included, and in addition clarified that there have been challenges and/or conflicts of interest with town employees in the past.
- Commissioner Fiore: Reminded the Commission that we used to have a system where education employees did not run for board of education and town employees did not run for town council. Commissioner Fiore also mentioned he believes the town manager has researched this topic before.
- **There is consensus of the majority of members to keep this under consideration until we have further legal opinion, along with relevant case law and statutory and regulatory references.**

All Elected Officials subject to Credit Check

- **Consensus to remove from consideration.**

Elected Officials who violate the ethics policy or contact town employees directly

- Chairman Nelson reminded the Commission that the Town Manager directs town employees, not the town council.
- Commissioner Cremona asked to clarify how an elected official would learn about town employees work, and get questions answered.
- Chairman Nelson clarified that they do have tours, guests to meetings, etc. and that needs to be coordinated through the town manager – so everyone should get the information they need.
- Commissioner Anderson shared in practice having one point of contact for elected officials is consistent with how most State agencies work.
- Consensus to keep under consideration and to gather a legal opinion.

Proposal to allow parties to fill their own vacancies without interference, remove the unenforceable 60-day appointment expectation as unenforceable.

- **Consensus to keep 60 days in the charter in order to ensure expectations are set.**
- Commissioner Dumond: Voters don't vote for an R or a D they vote for the best candidate.
- Commissioner Zannoni: Clarified state law dictates vacancies need to be filled by the same party.
- Chairman Nelson: Expressed concern that one party could run someone they knew would win but had no intention of staying to later put on who they wish. Those who run and lose should not be able to be appointed.
- Commissioner Price: It should be up to the party no matter what. If the voters don't agree with that choice they have the opportunity to vote them out in the next election.
- Commissioner Zannoni: Gave an example of someone who lost, was appointed and then became the highest vote getter in the next election, and also cited we could bring these to election.
- Commissioner Cremona: The idea Chairman Nelson is describing is horrific, and would never want that to happen. But it is hard to regulate against aberrations. The commissioner indicated he leans towards trust in the parties.
- Commissioner Ludwick: It has been rare we haven't accepted nominations from minority parties.
- Commissioner Cremona: I do not believe we can legislate against bad behavior.
- Commissioner Fiore: Acknowledges a portion of the Charter is unenforceable or would cost money to enforce but the charter is about a good faith agreement for government to work the best it can.
- Chairman Nelson: We could say that we strongly suggest the council accepts the nomination.
- Commissioner Nasuta: Commissioner Nasuta shared her family's experience with the nomination process previously, saying an update would be welcome.
- Commissioner Zannoni agreed he believed Commissioner Fiore's goal was to solve that issue.

- Commissioner Dumond suggests further research.
- **Consensus to continue discussion on this item pending an opinion from Town Attorney.**

ADJOURNMENT

- Chairman Nelson calls meeting to a close at 8:38

Respectfully Submitted by:

Lora Anderson
Secretary
Town of Enfield Charter Review Commission

This Compilation Has Not Been Reviewed nor Vetted by the Charter Revision Commission

Charter Revision Suggestions – By Chapter

Chapter 1 – Incorporation and General Powers
Nothing

Chapter 2 – Officers and Elections

Section	Writing	Revision	Notes
1 – General	“two (2) registrars of voters and constables”	- “Two (2) registrars of voters for 2-year terms...” - Removal of constables. They are not utilized for any function nor ceremony - One member suggested increasing elected terms to four years, possibly staggered.	- Majority achieved 1/9/2025 to add 2-yr terms - Majority achieved 1/9/2025 to remove constables
2(a) – Municipal Elections		- Suggestion to eliminate district councilors and have all councilors be at large. (endorse 8 candidates per party, 11 elected, 5 lose) - Questioned minority representation limits - Add to (a) Each elected officials shall serve no more than three (3) consecutive terms and shall not be eligible for reelection for a minimum of one term.	-
2 – Municipal Elections		- Add (d) “All elective officers shall hold only one elected or appointed board or commission seat at the same time.”	-

This Compilation Has Not Been Reviewed nor Vetted by the Charter Revision Commission

		Alternate language suggestion "No member of this Council shall hold any other elective or appointive position or be an employee under the government of the Town, including the school system, during the term for which elected." - Add (e) "All elected officials shall receive a tax credit of \$_____ per fiscal year" (See also Chapter 3 – Council, stipend)	
3 – Eligibility		- Add "(b) All elected officials shall be subjected to a credit check and possess _____ (some kind of work and or business experience"	-
3 – Eligibility		- Add "(c) Any town council member who violates the charter, is found guilty of an ethics violation by the Ethics Commission, violates the rules of executive session, or contacts town employees directly, will be removed by ten (10) affirmative votes, excluding the subject member	- Majority achieved 1/9/2025
4 – Vacancies	"shall be filled by appt. by the town council within sixty (60) days"	- Remove as unenforceable - Each party shall have authority to fill their own vacancies - BOE should fill their own vacancies	-

This Compilation Has Not Been Reviewed nor Vetted by the Charter Revision Commission

5 – Altering District Boundaries	“...alter the boundaries of the council districts by resolution approved by a majority of electors voting thereon at town referendum...”	- “Replace with “by resolution approved by a majority of the town council.”	
----------------------------------	--	---	--

Chapter 3 - The Town Council

Section	Writing	Revision	Notes
1 – The Council	“which shall serve without compensation except for...”	- “which shall receive a stipend of \$ ____ annually and the reimbursement...” Amount to be discussed. See also Chap 2 Sec 2.	- Amount to be discussed.
2 – Chair		- Remove all references to the word “chair” and replace with “mayor” - Suggestion to elect mayor directly by ballot	-
		- Add new section and renumber subsequent sections – Leadership Committee. “Council leadership shall consist of the mayor, deputy mayor, minority leader, and town staff and shall set the agenda for council meetings	- Majority achieved 1/9/2025 – review language
3 – Town Clerk	“At the meeting of the council on the second Monday...”	- Replace with “At the organizational meeting of the council on the second Monday...”	-
4 – Procedure	“At the first meeting of the council...”	- Replace with “At the organizational meeting of the council...”	-
4 – Procedure	“shall not be less than once per month”	- Add “unless agreed upon by a majority vote of the council”	-

This Compilation Has Not Been Reviewed nor Vetted by the Charter Revision Commission

5 – General Power and Duties	“The legislative power of the town shall <u>have</u> be vested...”	- Grammar	-
5 – General Power and Duties	“Said council may fix the charges, if any, to be made for services rendered by the town”	- Add “except where stipulated by state statute”	-
6 – Public Hearing on and Publication of Ordinances	“and in a newspaper having circulation in said town”	- Remove – CCM is working to remove the newspaper notice requirement from statute and simply require posting on the town’s website. Leave “as required by law” so changes can be adopted if the law changes	-
6 – Public Hearing on and Publication of Ordinances	“Within 10 days after final passage, all ordinances shall be published once in their entirety...and in a newspaper ...”	- Remove. Replace with “Within 10 days after its passage, each ordinance shall be published in summary according to state statute. Each summary shall include a disclaimer that the description is for informational purposes and a full copy of the ordinance may be obtained, without charge, from the Town Clerk. Ordinances making or requiring an appropriation of funds must be published in full.	-
7(a) – Power of Initiative	“appropriating money, authorizing the levy of taxes, or fixing the tax rate.”	- One suggestion to clarify section - Remove – would allow residents to the opportunity to force a vote on the budget based upon (d), (e), & (f)	-
7(e) – Power of Initiative	“The registrar of voters shall determine the sufficiency of petition...”	- Change to Town Clerk which reflects procedure currently practiced	-

This Compilation Has Not Been Reviewed nor Vetted by the Charter Revision Commission

8 - Investigation		- Add "the council may hire any appropriate personnel it deems necessary to conduct the investigation"	-
----------------------	--	--	---

Chapter 4 - The Town Manager

Section	Writing	Revision	Notes
1(a) – Appointment and Removal	"...whose major field of study shall have been public administration or government and who shall have a minimum of five years' experience..."	Change to "...whose major field of study shall have been public administration or a closely related field, or any equivalent combination of education and experience, and who shall have a minimum of five years' experience..."	-
1(a) – Appointment and Removal	"At the time of appointment, said manager need not be a resident..." "...shall reside in said town."	- Replace with "Candidates who are residents of the Town of Enfield are strongly preferred. The manager shall devote full time to the duties of the office."	-
3 – Duties	"shall recommend to the council such measures as <u>he</u> may deem necessary"	- Grammar - neutral pronoun	-
4 – Appointments		- Questioned why Treasurer is listed in the Charter	-

Chapter 5 – Appointments by the Town Council and the Manager

Section	Writing	Revision	Notes
---------	---------	----------	-------

This Compilation Has Not Been Reviewed nor Vetted by the Charter Revision Commission

2 – Planning & Zoning Commission		- Remove and add “The council shall act as the planning & zoning authority of the town	-
4 – Board of Assessment Appeals	Board of Assessment Appeals	- “consisting of 3 electors who shall be full members of the board for terms of 3 years, and 2 electors who shall be alternate members of the board for terms of 3 years.	-
8(a) & (b) – Dept of Finance	Tax Collector	- Adjust all references to the tax collector and change to “collector of revenue”	-
8(c) – Dept of Finance	“except the board of education and”	- Remove	-
8(d) – Dept of Finance	“expenditure of fifteen thousand (\$15,000)...”	- Increase to \$25,000 to reflect the state equivalent level	-
9(a) – Public Works	“who shall be a professionally qualified by education and experience...”	- Grammar	-
10 – Dept of Public Safety	Department of Public Safety	- Split into three Departments - Police Department - Fire Department - Department of Emergency Medical Services	-
10 – Dept of Public Safety	Director of Public Safety	Disband Director of Public Safety	-
		- Lift Chiefs to a Director level - Have been functioning as a director just a restructuring of the chain of command	
10 – Dept of Public Safety	“shall appoint and also may remove the animal control officer.”	- Shift to be under the Police Department -	-

This Compilation Has Not Been Reviewed nor Vetted by the Charter Revision Commission

10(a) – Division of Police	“The Chief of police shall be the executive officer.”	Change terminology to commanding	-
10(a) – Division of Police	“The appointment and removal of the chief of police shall be subject to the provisions of the Charter and of the General Statutes as revised.”	- Add – “Candidates who are residents of the Town of Enfield are strongly preferred.”	-
10(a) – Division of Police	“provided that no member of the division shall be suspended by the chief for more than ten (10) days without the approval of the director of public safety	- Adjust ten (10) to thirty (30) - Remove the approval of the director of public safety Discussion regarding the removal of all references to discipline measures	-
10(a) – Division of Police	“in accordance with the provisions relating to the merit system...”	- Add: “and as approved by the town manager.”	-
10(f) – Division of Emergency Medical Services	EMS: “suspension by the director”	- Discussion regarding the removal of all references to discipline measures	-
10(g) – Division of Emergency Management	Division of Emergency Management	- Move to be under the Police	-
12 – Department of Libraries	“...shall have charge of the public libraries of the town.”	- Add “shall have charge of the senior center, recreation department, and the public libraries of the town.”	-
13 – Official Bonds	Official Bonds “filed with the town clerk”	- Adjust to “Finance Director” to agree with current procedures	-
		-	-

This Compilation Has Not Been Reviewed nor Vetted by the Charter Revision Commission

Chapter 6 – Finance and Taxation

Section	Writing	Revision	Notes
3(c) – Duties of the Manager on the Budget	“...for the last completed fiscal year...”	- Replace - Suggestion to include 7 years of actuals. Commissioners discussed 5 years of actuals.	-
4 – Duties of the Council on the Budget	“copies of said estimates to be made available for general distribution in the office of the town clerk and at least (5) five days prior to the aforementioned public hearing”	- Change to (10) ten - Suggestion to go to referenda for budgets, opposed by some members	-
8 – Expenditures and Accounting		- Add as (b) and move all others down. “All sales or purchases of real estate by the town shall require an independent appraisal by a certified appraiser prior to the sale or purchase. The purchase or sales price may not be greater than a 10% variance.	-
9 – Referendum on Capital Expenditure	Any such appropriation that exceeds in any fiscal year 0.0002 (2/100's of one percent....”	- One suggestion for 5/100's of one percent. Another suggested it remain at .0002 of the <i>net grand list</i> or list a specific dollar amount - Another suggested raising the limit to keep up with inflation - Suggestion to bifurcate essential (critical infrastructure) CIP projects versus recreational. 3/100's of one percent for critical infrastructure, and 1/100's of one percent for discretionary projects	-

This Compilation Has Not Been Reviewed nor Vetted by the Charter Revision Commission

9 – Referendum on Capital Expenditure	“until it shall be submitted to and approved by a referendum.”	- “shall be submitted to and approved by electors of the town by a referendum.”	-
10 – Borrowing	Bond issue or issuance of notes in any fiscal years shall exceed 0.0002 (2/100's	- Same revision as above	-
11 – Contributions	General question on “no such contribution of more than (\$5,000.00) dollars shall be made”	- Is budgeting considered a contribution? Eg. Shaker Pines spillway through ARPA, Cemetery Association, etc.	-

Chapter 7 – The Merit System

		- Commissioner conversation about removing references to the merit system	-
--	--	---	---

Chapter 8 – Transition and Miscellaneous Provisions

Section	Writing	Revision	Notes
1 – Miscellaneous Provisions	Add Section 1 – Miscellaneous Provisions and rename Transfer of Powers to Section 2	- Add Section 1(a) Flag Provision “Only the American flag, State flag, Town flag, and those of the US Military shall be flown on or in town buildings, including schools.	-
1 – Miscellaneous Provisions		- Add Section 1(b) Provision against the public display of profanity including signs and posters on town property.	-
1 – Miscellaneous Provisions		- Add Section 1 (c) Ethics Provision Public officers, officials and employees serve in the public interest and are therefor subject to the Town of Enfield's Code of	- Majority achieved 1/9/2025 – review language

This Compilation Has Not Been Reviewed nor Vetted by the Charter Revision Commission

		Ethics as approved by the Enfield Town Council.	
--	--	--	--

Misc. notes – There was one suggestion that the town initiate a residency requirement for the Superintendent of Schools. The Commission seems to have generally decided to strongly prefer residency for the Town Manager and/or police chief. There is currently no area in the Charter governing schools.

One member suggested entering state statute citations where applicable and referring to statute so that the charter doesn't become outdated as statutes are amended. Each section will have to be researched. Individual topics could involve multiple statutes.