

# Agenda for East Lyme Charter Revision Commission - 03/21/23

**Date and time:** 03/21/23 7:00 PM  
**Organizer:** Brooke Stevens  
**Participants:** Recording Secretary, Marc Salerno, Anna Johnson, Larry Fitzgerald, Barry Sheckley, Jeffrey McNamara, Wayne Blair, Vivek Purohit, Maryanna Stevens, Timothy Hagen, Jay Ginsberg  
**Location:** East Lyme Town Hall, Upper Conf. Room, 108 Pennsylvania Avenue, Niantic, CT  
**Link:** <https://app.meetingking.com/meetings/394723>

## Topics


### 1. Call to Order & Pledge

### 2. Approval of Meeting Minutes

**Note** The Commission previously agreed that each subcommittee will approve their own set of meeting minutes.

#### 2-1. March 21st, 2023, Charter Revision Meeting Minutes

**Note** see attached minutes.

 [Minutes of East Lyme Charter Revision Commission 03 07 23.pdf](#)

#### 2-2. February 21st, 2023, Budget Subcommittee Meeting Minutes

**Note** no minutes have been supplied.

#### 2-3. February 21st, 2023, Town Commissions Subcommittee Meeting Minutes

**Note** see attached minutes.

 [Charter-Revision-February-21-2023-Commissions-Subcommittee-Minutes.pdf](#)

#### 2-4. February 21st, 2023, Town Structure Subcommittee Meeting Minutes

**Note** see attached minutes.

 [Charter-Revision-Town-Structure-Subcommittee-February-21-2023-Minutes.pdf](#)

### 3. Ex-Officio Comments

### 4. New Business

#### 4-1. Open Discussion on Charter Topics Not Covered by Subcommittees

**Note** Town Assessor Communication & Town Council Request Update.

### 5. Old Business

**Note** Subcommittee reports & discussions- this meeting is for general discussions. The Commission will break into their Subcommittee working groups immediately following this meeting.

RECEIVED FOR RECORD  
EAST LYME, CT  
2023 MAR 14 A 7:18  
Cynthia M. Johnson  
TOWN CLERK

## 5-1. Town Structure

**Note** The Town Structure Subcommittee will focus on items #4, #5, & #10- Consider possible removal of Town Clerk and Tax Collector from elective offices and add said offices to administrative offices.

Consider the possible exemption from the residency requirement set forth in Section 4.1.2, certain appointive offices, such as Director of Emergency Management, Dog Warden, etc., and the offices described in Sections 5.3- 5.7.

Consider the possible addition of an appointive officer named the "Operations Officer" to assist the First Selectman in the performance of his or her administrative duties. This group will also look into the concept of a town manager government system, and the cleanup of appointed Board(s) language.

## 5-2. Town Commissions

**Note** The Town Commissions Subcommittee will focus on items #2, #3, #12 & #13- Consider possible merger of the Planning Commission and Zoning Commission.

Consider possible amendment of Section 2.7 to provide four-year terms of Selectmen and two- or four-year terms of First Selectman.

Consider the possible amendment of Section 2.5.41 to provide that an appointee to a vacancy in an elective office shall serve the remainder of the term that was filled.

Consider reinstating the Conservation Commission which will be comprised of members from both the Inland Wetlands Agency and the Commission for the Conservation of Natural Resources.

## 5-3. Town Budget

**Note** The focus of the Town Budget Subcommittee are items #1, #7, #8, & #9-

Consider possible elimination of automatic budget referendum provision in Section 7.3 of the Charter.

Consider the possible amendment of Section 6.3.4 to provide that if the Board of Finance does not act on requests for special appropriations or transfers of funds within specified time, the result is an automatic approval.

Consider the possible amendment of Section 6.3 to provide that projects funded entirely by grants from the State of Connecticut which do not require an appropriation of town funds need not be approved by the Board of Finance or at a Town Meeting.

Consider the possible amendment of Section 6.3,1 to provide that the current dollar threshold of \$10,000 for special town meetings be raised.

**Note** Item added by Subcommittee:

Housekeeping item- Publication of the annual budget on the website and elimination of hard copies.

## 6. Public Delegations

## 7. Adjournment

**Note** The next Regular Meeting of the Charter Revision Commission is scheduled for April 4th, 2023.

**Note** A Town Commissions Subcommittee meeting, Town Structure Subcommittee meeting, and Town Budget Subcommittee meeting will immediately follow.

**Note** Respectfully Submitted,  
Brooke Stevens, Recording Secretary