

**TOWN OF SOMERS
CHARTER REVISION COMMISSION**

**MEETING MINUTES
FEBRUARY 25, 2013
7:00 PM TOWN HALL**

I. CALL TO ORDER:

The meeting was called to order by Chairperson Tim Potrikus at 7:00 pm.

II. MEMBERS PRESENT:

Members present were Tim Potrikus, Linda Roberts, Ralph Williams, and Erik Ness. Also present was Ann Logan, Town Clerk.

III. APPROVAL OF MINUTES FROM FEBRUARY 4, 2013

A correction was needed under agenda item 8C. The "Notice to Abutters" should read "Notices of Land Use Applications".

A motion was made by Linda Roberts to approve minutes as amended. Seconded by Erik Ness, all in favor, motion carried.

IV. ADD/DELETE AGENDA ITEMS

Mr. Potrikus suggested adding item 10b as : Discuss and Vote on the amount Needing Approval at a Town Meeting.

V. CORRESPONDENCE

An email was received from Ann Logan, Town Clerk in regards to the most recent minutes.

VI. REVIEW AND DISCUSS FIRST DRAFT ON SCHOOL AND TOWN BUDGET

In the revised draft, it is explained why the Charter Commission decided why NOT to separate the school budget from the town budget. A change in 7-1B recommends putting in 14 day intervals as the time between referendums.

Commission members were given a copy of the revised draft for review. A vote will be set for this at the next meeting.

VII. REVIEW AND DISCUSS REVISED DRAFT ON SELECTED TOWN ORDINANCES

a. Vending and Sidewalks, Tag and Auction Sales Chapter 198 (Tag Sale)

The Charter Commission has recommended no revisions to the current ordinance.

b. Fees Chapter 114 (Subdivision Fees)

The Charter Commission has recommended no revisions to the current ordinance. It was pointed out via an email from Ann Logan that the Planning Commission will deal with the fee schedules concerning this ordinance.

The public comments from the public hearing were also reviewed concerning this fee.

VIII. REVIEW AND DISCUSS FIRST DRAFT OF RECOMMENDATION RE: NOTICE TO ABUTTERS OF PROPERTY.

Mr. Williams presented the commission with a brief explanation and overview of the draft. Examples were given from the Enfield and South Windsor regulations. The ordinance is to require posting of land-use applications. The idea is for a sign to be placed on the affected property that can be seen from all abutting streets. Details of the ordinance were reviewed and discussed by commission members during the meeting. The idea of a generic way to show show land use applications was discussed.

The Charter Commission would like to recommend this as an ordinance for the purpose of an overview for Land Use Boards and Commissions. A final draft of this ordinance will be brought back to the next meeting for review.

IX. REVIEW AND DISCUSS FIRST DRAFT OF RECOMENDATION RE: ORGANIZATIONAL CHART.

Mrs. Roberts presented the commission with the revised Town of Somers organizational chart. It was shown how the departments were set up as of right now. It was unclear of who answers to who in a few areas. This will need to be clarified by the First Selectman. The charts are a compilation of positions and function. The goal of revising the chart is to have a management tool and to keep track of who supervises who.

The Charter Commission's recommendation is that the First Selectman update the organizational chart after the Charter is voted on for clarity and management purposes. It will be kept on file in the First Selectman's office.

X. DISCUSSION AND VOTE ON VENDOR/HAWKER/PEDLER CHAPTER 196

Commission members reviewed the revised copy of Chapter 196 regarding Vendor/Hawker/ Peddler handed out by Mr. Ness. There was a brief discussion regarding the Four Town Fair Vendors and door to door salesmen and how they apply to the Charter regulations. The current regulations have been working well for the town. Mr. Ness made some grammatical improvements.

A motion was made by Mrs. Roberts to adopt the recommendation as written. Seconded by Ralph Williams, all in favor, motion carried.

XI. UPDATE OF STATUS REQUEST TO FIRST SELECTMAN RE: FIRE COMMISSION

ORDINANCE

This has been deferred until the next meeting. No official request has been made at this time.

XII. NEW BUSINESS

a. Discussion of elected Town Clerk vs. Appointed Town Clerk

Ann Logan, Town Clerk was present for discussion on this topic. Commission members discussed the pros and cons of having an elected Town Clerks vs an appointed Town Clerk. The main concern of the commission is the risk of someone being elected who is not competent or qualified for the job. Commission members discussed certifications required for the job. Mrs. Logan explained the process of being certified and receiving the CCTA.

The Charter Commission is not recommending an changes to the structure of the Town Clerk's position at this time.

b. Schedule of meetings through April, 2013

The dates for for the next to meetings will be:

March 11

March 25

April 8

April 22

XIII. ACTION ITEMS/AGENDA FOR NEXT MEETING

The Commission will have a discussion regarding a Fire Commission Ordinance, discussion and vote on School/Town Budget, and review of second draft of the Land Use (notice of applications) ordinance.

XIV. ADJOURMENT

A motion was made by Mr. Ness to adjourn the meeting at 8:00pm. Seconded by Mr. Williams all in favor, motion carried.

