



City of Ansonia

253 Main Street
Ansonia, Connecticut 06401

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Maddeline H. Bottone
TOWN AND CITY CLERK
ANSONIA, CONNECTICUT

CHARTER REVISION COMMISSION

April 25, 2013

Regular Meeting

Present: John Marini, Chairman
Patrick Henri
Kay Jeanette
David Knapp
Christopher Lisi
William Luneski
Elizabeth Lynch
Janet Vitarius Waugh – arrived 7:40 p.m.
Lorie Vaccaro

Others Present: Mayor James Della Volpe
Kevin Blake, Corp. Counsel
Charles Stowe, Alderman – 2nd Ward
Richard Sturges, BOAT Chairman
Tara Kolakowski, Gov. Liaison Officer
Eileen Krugel, Grant Writer
Thomas Maffeo, Registrar of Voters
Nancy Valentine, Registrar of Voters

The regular meeting of the Ansonia Charter Revision Commission was called to order at 7:15 p.m. by Chairman Marini.

All present rose and Pledged Allegiance to the Flag.

The secretary called the roll.

There was a quorum present.

CharterRev042513 #1

Public Session

Chairman Marini invited anyone from the public who wished to speak on anything that is not on the agenda.

Charles Stowe
23 Granite Terrace
Ansonia, CT 06401

Mr. Stowe presented a list of revisions for the Charter dated 4/24/13. He said there are two additional items added from the original list. The new items are #5 and #6. (copy attached)

Mr. Stowe discussed item #5 and #6. He said the voters have the right to vote on any tax increase above 1.5% in the budget and it should go to a referendum. He said the final budget should be approved by the Board of Aldermen because they are elected by the people. The Board of Apportionment and Taxation does a good job but they should not have the final decision on the budget. He said he doesn't want to see this item disappear; it should be put on the agenda.

Chairman Marini said the items taken up are at the pleasure of the Board.

Mr. Stowe said Term Limits went to the Mayor's position but he believes the Board of Aldermen should serve three (3) terms. They should have to take a term off if they want to run again. He said the aldermen should be respectful to all the members of the Board – he sees a lot of friendships come together and pool together and others are left out and this will not stop unless there is term limits. He said that Chairman Marini should not have voiced his vote at the last meeting.

Chairman Marini asked three (3) times if there was anyone who wished to address the Commission.

There was no one.

Chairman Marini closed the public session.

Chairman Marini welcomed the new members to the Commission – Elizabeth Lynch and Kay Jeanette. He explained the agenda and that everything that was brought up at the Public Hearing was placed on the agenda so that the work of the commission is transparent. He said we will go along and get done what we can. The Commission wants the public to see what is being discussed.

Approval of Minutes

Mr. Luneski made a motion to approve as written and place on file the minutes of the Regular Meeting 3/28/13. Mr. Knapp seconded. All in favor, so carried.

Approval of Bills

There were no bills.

Correspondence

None

Mr. Henri asked about the information received from the Registrars.

Chairman Marini said that everyone doesn't have a copy yet.

Late Correspondence

Mr. Knapp made a motion to accept the information from Charles Stowe "Late Correspondence #1" dated April 24, 2013 received this evening at the meeting. Mr. Henri seconded. All in favor, so carried.

Ansonia goes to a City Manager to run the City Presentation by Connecticut Town & City Management Association

Robert E. Lee, Town Manager for the Town of Plainville and Matthew W. Hart, Town Manager for the Town of Mansfield were present.

Mr. Henri asked to invite our guests, Mr. Lee and Mr. Hart to tell the Commission what a Town/City Manager is and does in case Ansonia wants to go forward with this type of government.

Mr. Henri made a motion to invite the guest speakers to address the Commission. Mr. Luneski seconded. All in favor, so carried.

Mr. Hart said he goes around to the towns speaking on Town Managers. A Town Manager has to work for your community. There are 169 towns in Connecticut and three forms of government. 100 plus towns have a First Selectman and a Board of Selectmen, 30 to 35 have a Mayor and a Board of Aldermen where the Mayor is the CEO and the Council is the legislative body. There are 30 plus that have a town Manager that serves as the CEO. The Council is the legislative body and they set the policy. The Town Manager and staff implement the policy.

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The Town Manager appoints the Attorney and the Department Heads. Sometimes there is a Mayor but he is not the CEO or the CAO. The Council serves without pay. The Mayor is a voting member of the Council. The Council members will run at large. Post election they will choose one to serve as Chairman. The Mayor works with the Town Manager and the Council. The Town Manager is appointed and hired on the basis of credentials. He is not affiliated with a political party and has a contract. He serves at will to the terms of his contract.

Mr. Hart continued stating the Town Manager serves as the CEO and handles the day to day operations of the City. He serves as Personnel/HR and hires and appoints the Dept. Heads. The Council will hire the Town Manager all others are appointed by the Town Manager. The Department Heads appoint the employees subject to the Town Manager's approval. He said some of the duties of the Town Manager are the budget, capital improvements and the fiscal responsibility of the City. He works with the leaders and the council.

Mr. Hart said the elected officials are not focused on the day to day activities. The Town Manager frees them up to focus on policy and strategic issues. The Town Manager doesn't have to run for election.

Mrs. Lynch asked the population of Mansfield and Plainfield.

Mr. Hart said Mansfield is 26,000 and Plainfield is 17,300.

Mr. Hart said the Council may have a new direction and a Town Manager allows them to do that. It encourages open communication and the Political power is shared. It diffuses the power of special interest. Town Manager concept was born in the late 19th century, early 20th century because of the corruption in that era. You will have an independent person, merit based decisions, you can hire the best person for the job and the best contractor for the job. It helps you develop and retain competent staff. Encourages professionalism and quality people are attracted to that. It enables local officials to focus on long term projects and hire a professional manager to implement the policy of the Council. He outlined his duties and achievements as Town Manager of Mansfield. The salary range for a Town Manager is \$100,000 to \$140,000.

Mr. Hart referenced and explained the attached Council-Manager Form of Government sheets presented by Mr. Hart and Mr. Lee.

Mr. Robert Lee said that a Town Manager provides stability to the community. He discussed the changes he implemented in Town of Plainville as Town Manager. He said he combined many of the jobs and benefits and there are shared duties and expenses between the Town Government and the Board of Education. This enables the town to move forward and run more efficiently. He said it's the political ends, the D's and R's – the Council that decides where the community is going to go. The Town Manager runs the town and takes the heat if something goes wrong. The Town Manager handles large capital improvement projects – the bonding and financing.

Mr. Lee said the public says elect a person who will lead you and appoint a person who will do administrative work every day. You get good staff for the town, a higher caliber of people want

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to work for someone who is not looking for election. He also discussed his qualifications, duties and achievements as Town Manager of Plainville.

Mr. Henri asked what the transition time – prep time is involved when a town goes from a Mayor a Town Manager.

Mr. Lee said about two years. The Town Manager would start at the end of the elected term.

Mr. Henri asked how we will know if we are a likely candidate for a Town Manager.

Mr. Hart said look at your issues and goals for the community – are you meeting them now and if not how would you get there.

Mr. Lee said it's the day to day issues and being on the cutting edge of things.

Chairman Marini said about the budgeting process with a City Manager and the Council.

Mr. Hart said the department heads do their budget, submit it to Mr. Hart, he reviews it and sends it to Finance and then it is submitted to the Town Council. They have one month to review it but it is the Town Manager's budget. He said he has two school districts also. The school budget is submitted by the Superintendent, it's reviewed and adopted in the Winter and then submitted with Mr. Hart's budget.

Mr. Lee said there are two votes for the public to weigh in on and after that the Town Council decides. Plainville budget is \$15 million. The Council reviewed it and reduced it by \$3200. He said he gets direction from the Council – the bottom line. He said generally there are not many surprises. The budget goes a lot smoother; it's a one day vote. There is a split vote the Town and the Board of Education. It goes to a second vote if the first vote fails. There is an advising question that comes into consideration on the ballot.

Mr. Lee said it is an open budget process so the public can vote but it should have a cap on it and not unlimited votes to pass the budget. If the vote goes too long it impacts the town.

Mr. Knapp said the Commission has heard the pros of a Town Manager but what is the downside to a Town Manager.

Mr. Hart said there is concern about the mission criteria. Professional Managers want to do well by our Community and offer programs. The taxpayer groups have concerns that the government is providing programs and services that they should not provide.

There was discussion on accountability of the Town Manager because he is not directly elected by the people. How do we move for a change? The manager is hired by the council and serves at their pleasure. If he is not doing his job you can let him go at anytime if there is enough votes – you run the risk. He said he hears the concern of the Commission because the manager is not elected by the people.

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Mr. Lisi asked to have the transition phase explained.

Mr. Lee said there are towns that have a Town Manager that are not switching back. He suggested the Commission talk to some of these towns who have a Town Manager. He said people don't like change and don't want to make the change.

Mr. Marini said it is very interesting and he would like to have a list of references so this Commission can see the change. He asked if there is a report on the change from Mayor to Town Manager. He said you are well qualified for your position but what guarantee is there that any given Board will select someone who is qualified and make selection as the same political boards

Mr. Lee said a council could ignore or steer in any direction. That is the risk. The Council hires a Manager. You could get someone in there that knows what they are doing and can do the job.

Mr. Henri asked if they vest people in their organization.

Mr. Lee said there are retired people that provide a service to guide the Councils in their selections. They will assist communities.

Mr. Hart said ICMA will provide people and you can retain an Executive Search. They work with the community and Council to hire a good person for the job. He said sometimes you hire someone who is not so good and you move on. He said his predecessor was employed for 27 years and he worked under him as the Asst. Manager. He has been Town Manager for 14 years.

Mr. Vaccaro said so the Mayor serves as a Ceremonial position.

Mr. Lee said he speaks with the Council people every day.

Mr. Lee discussed the change in political parties when there is an election. He said he has worked for both parties.

Mayor Della Volpe said the Town Manager has a three year contract and the people are not satisfied with his performance, what happens.

Mr. Lee said the contract is open ended.

Mr. Hart said a three year contract and they want to get rid of the Manager – they can't fire him for no cause before the three years are up. The Town will have to pay him money to leave – a buy out of the contract or a negotiated agreement for him to leave his position. If the Manager has done something wrong you would have to wait to the end of the case and negotiate something.

Mayor Della Volpe asked the size of their budgets.

Mr. Lee said 53 million dollars.

Mr. Hart said 46 million dollars.

Chairman Marini said this discussion can go for a long time with questions and case studies. He said they will e-mail them for further information. He thanked Mr. Hart and Mr. Lee for coming down to Ansonia and giving of their time to go through the City Manager position.

Mayor Della Volpe said he would like to hear from the other side on Town Managers. He said Stratford and New London just changed from a City Manager to an elected Mayor.

Chairman Marini called for a motion to table any further discussion on this until the next meeting.

Mrs. Lynch made a motion to table to next month. Mr. Vaccaro seconded. All in favor, so carried.

Deviate from the agenda

Mr. Knapp made a motion to deviate from the agenda to take up Item # 13 on the agenda because the Registrars of Voters are present this evening. Mrs. Jeanette seconded. All in favor, so carried.

Voting Locations and One (1) voting place

Nancy Valentine and Thomas Maffeo were present.

Mr. Maffeo handed out information to the Commission members.

Ms. Valentine said she wanted to expand on their submission. She said by cutting down the number of polling places it cuts down on the work load for the Registrars, there is less equipment and poll books needed, less recording of the vote and the municipalities are not State funded but Federal funded.

Ms. Valentine discussed the last election and the problem with getting qualified workers. These people have to report at 5:00 a.m. and they finish at 8:30 p.m. This is a long day for elderly people. The Senior Citizens are retired so they are available to work the Polls. She said it makes their job "nerve racking" with the increasing paperwork. There is a Secretary of State Survey on their duties.

Chairman Marini asked the main challenges the Registrars are facing.

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Ms. Valentine said getting access to the schools to get the fax machines, the phones and the equipment in place for the election.

Chairman Marini said there is \$16,000 in the line.

Ms. Valentine said that is the budget for the Registrar's office. The budget will be increased this year because the City has to purchase the memory cards and there has to be inspections of the machines. The State is talking about replacing the equipment.

Mr. Knapp thanked Ms. Valentine and Mr. Maffeo for attending the meeting this evening to answer the commission's questions. He said there are seven (7) polling places now and the proposal is to move to one (1) or three (3) polling places.

Ms. Valentine said it costs \$250 a day for each Moderator.

Mr. Knapp said if you move to one or three polling places you will still need as many people as you do with seven polling places.

Ms. Valentine said you would need more checkers and extra machines – it is dealing with the equipment and the reporting of the vote and the workers.

Mr. Knapp said what about the elderly or handicap voters if we go to three polling places. You have to make it easy for the Seniors and the handicap to come and vote. There is a traffic concern with so many people going to a few locations. He asked about the High School for a possible location.

Mr. Maffeo said the High School is not a viable Polling place. The parking is too far away. The State Statute says there has to be a Poll in each ward. He suggests Ansonia go to five (5) Wards. We have seven wards now. He discussed the number of wards in Ansonia which is a small town.

Ms. Valentine said the election workers have a 14 hour day. We have retired people and elderly people who work the Polls and they get tired at 6:00 p.m. It is tedious work and a lot of work. We have to re-do a lot of the paperwork they do. The State is asking for more reporting. It would cut down on our work if we have to go to three or five wards to pick up the information.

Corp. Counsel Kevin Blake said the City has agreed to keep the seven (7) ward boundaries as they are. They are as equal as possible per State Statute. You can change at the next election and go back and change the boundaries.

Ms. Vitarius Waugh said it is not just the money. Rocky Hill has less wards and how smooth does their election run. Compare Rocky Hill to Ansonia. How smooth will three wards work.

Ms. Valentine said ROVAC says they are very pleased with Rocky Hill. We are used to seven wards. The voter population is declining.

Ms. Vitarius Waugh said we are hearing the Registrars want to make it easier for the Registrar's Office but we are here for the people.

Ms. Valentine said the problem is where are they going to vote. They don't know. It doesn't matter. The Seniors don't know where they vote.

Ms. Vitarius Waugh said the people who won't vote, will not vote. Those that want to vote will vote and we can't make it hard for them to vote.

Mr. Knapp said my point exactly. They can find the High School on the Hilltop. You have to make it so that everyone will be able to find their Polling place to vote.

Mrs. Lynch said that people call City Hall wanting to know where they vote and if they can register to vote. It happens every Election Day.

Mr. Henri discussed the ward boundaries and what happens if there is no building where you could hold a Poll. He asked if you could shake the line to encompass the Polling place.

Ms. Valentine said Fountain Hose is illegal to hold a Poll. It is not private and they do not have space to vote, there is no parking, it is not safe in the dark and you can't find it.

Mr. Blake said you can get special dispensation for a Polling place in the Ward.

Ms. Valentine said Derby has three wards and they share a Polling place. She said she would like Ansonia to have three to four polling places and they have to get GPS maps for the ward boundaries.

Chairman Marini said there is a disparity between certain polls. The Hilltop has the largest number and others have smaller number of voters. He asked Ms. Valentine if they could speak to that.

Mr. Maffeo said the Wards are done on the number of electors in the Wards and they should be even. They are set every ten years by the population change and the shifts in the town. The sixth and seventh ward have a large turnout. The others not so much but we cannot control the number of people who go out to vote. There is more activity on the Hilltop.

Mr. Maffeo discussed the school as the primary place stating it is a little tight when school is in session. He said that this is not on the agenda. Our thoughts are seven wards are too many and we can save money and we can produce more accurate reports if there are less wards. We are looking to get better workers. They are either retired or others who have to take the day off from work. We will improve our training. With fewer wards we can select the best workers. He said with 6.2 miles, seven wards doesn't add up. He said they put it on the table but it may take another cycle to settle it.

Mr. Vaccaro said in 1983 the City went from five wards to seven wards. He said when he was a child there were three wards.

Mrs. Lynch said the Hilltop wasn't there then. When the Hilltop was developed there was a large number of people who moved into Ansonia.

Mayor Della Volpe said the Hilltop was built in the 1950's.

Chairman Marini said he would want to hear from the Registrars a recommendation as to which Wards that want to merge together and what would make sense. They would have to consider the voter turnout, where the Polling Station would be located and what would make sense. He thanked Ms. Valentine and Mr. Maffeo for attending the meeting this evening.

Mr. Luneski made a motion to combine Item #13 and Item #16 on the agenda. Mr. Henri seconded. All in favor, so carried.

Mr. Henri made a motion to combine Item #15 and Item #7 on the agenda. Ms. Vitarius Waugh seconded. All in favor, so carried.

There was a discussion on the time and Mr. Henri said the Commission has pushed off a lot and he would like to continue with the agenda.

Mr. Luneski agreed.

Mrs. Lynch said she is concerned with the number of items on the agenda and that each one has to go on the Ballot. The people who vote don't take the time to answer a lot of questions. In 2001 there were three questions on the ballot on Charter change and there was a 24% voter turnout and only 71% answered the questions. The more questions you have the less they will answer. She said that the commission has to provide an explanatory statement for each question on the ballot. Rather than elaborate on a lot of questions, decide what needs to be addressed and categorize them. This agenda will not get done.

Chairman Marini said it was not their intent that all of the items on the agenda will make it to the ballot. All of the items on the agenda will get their due diligence. He said they included everything from the public input at the public hearing on the agenda list. The items that they will consider for the ballot will be moved to the Draft list. He said they don't want all of those items on the ballot and the Commission has to prioritize for this year and what was passed up will have to wait for another time.

Chairman Marini said that Item #8 on the agenda can be removed.

Mr. Henri made a motion to deviate from the agenda to Item #18 quorums. Mr. Luneski seconded. All in favor, so carried.

Quorums – Commissions and Boards need to be empowered to create their own policy to come up with quorums. There should be an appeal process.

Chairman Marini said there was correspondence last month on quorums.

Mr. Henri said the Cultural, Economic Development and Historical Commission mentioned quorums. He said they would like the empowerment on their Commissions' policy to remove those people who do not attend the meetings. We can put an appeal process in place for anyone who is removed without just cause and the policy would be on record in the Office of the Town Clerk.

Chairman Marini said Zoning Board of Appeals was the concern raised by residents who are in court and have to keep coming back to a ZBA meeting because there is no quorum. It is very important to be heard within a certain number of days. They held three meetings back to back and no quorum. He said Planning & Zoning has an attendance policy. They have not had a problem with no quorums.

Corp. Counsel Kevin Blake said P&Z is three consecutive meetings without due cause. If a member has a legitimate cause and is excused he will not be dismissed by the Commission. He said that Conservation Commission has an attendance policy and there are some that have a policy by State Statute.

Chairman Marini asked Corp. Counsel Blake if it is possible to have a general attendance policy for all Boards and commissions.

Corp. Counsel Blake said most are set up by Ordinance and not in the Charter.

Chairman Marini said that some are in the Charter for example Economic Development is set up in the Charter.

Mr. Luneski said commissions should have equal terms and adapt to each section of the Charter – the same terms and same responsibilities and it will be fair.

Mrs. Lynch said that Economic Development meeting knew there wasn't going to be a quorum and it should have been canceled and rescheduled.

Chairman Marini said yes, that is correct.

Mrs. Lynch said some secretaries contact the members if they know there may not be a quorum.

Chairman Marini said that the Aldermen and Commissions have made comments on no quorums at meetings.

Mr. Henri made a motion to put Absentee Policy on the Draft List. Mr. Luneski seconded. All in favor, so carried.

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Advertising Bids & Legal Notices – online/legal notices newspaper

The secretary explained that Mr. Bshara could not be present this evening due to another commitment. She said he asked that the Commission consider changing the Charter so that the City doesn't have to publish all of the bids and legal notices in the newspaper as is stated. Can the City publish at its discretion in the newspaper and the bids and notices and meeting notices can be posted on the City's website.

A discussion followed on the cost of publishing legal ads, notices of bids and notices of meetings. It is noted that if the State Statutes requires that a notice of meeting or decision be published in the newspaper then the State Statutes will be followed. Also noted is that the requirement to publish a lot of the meeting notices in the newspaper is per City Charter.

Mr. Knapp read the Charter section and suggested that the word "newspaper" be removed.

Chairman Marini discussed the different means to advertise in the "media" other than the newspaper.

Mr. Knapp said if the State Statute says specifically published in the newspaper then that is what has to be done.

Chairman Marini said that most people go on line to look up meetings and notices. He said the wording in the revision for the Charter can be such that it doesn't prohibit the City from publishing in the newspaper.

Mr. Knapp made a motion to put Advertising Bids & Legal Notices – online/newspaper to the Draft List. Mrs. Jeanette seconded. All in favor, so carried.

Town Clerk – Salary Position

Mr. Henri made a motion to deviate from the agenda and take up Town Clerk – Salary Position. Mr. Vaccaro seconded. All in favor, so carried.

Mr. Henri asked if there was anyone here to speak to this.

Mrs. Lynch said she doesn't see a concern with the position. She said she doesn't see why there has to be a change. She said she can't answer any questions on the financial aspect of the office but if that is changed you would have to change how the entire office functions.

Chairman Marini said the Commission needs the Town Clerk here to answer the financial questions and how it all works.

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A discussion followed on the Town Clerk's position and why it is an elected position. Mr. Henri noted that there are only two towns left in Connecticut that have a Town Clerk with their salary set up like this.

Chairman Marini said Mrs. Bottone should be invited to the next meeting to discuss the position.

Mr. Vaccaro said during the public session it was stated that part of her salary goes to running the office and to the City of Ansonia. She gets to keep some of what is collected however she gives most of it back to the City.

Mrs. Lynch said for the last 70 years there have been only three Town Clerks. They are usually not opposed and the people are satisfied.

Mr. Knapp said her salary is the minimum.

Mrs. Lynch said yes and it has not been increased and she has never gone to BOAT.

Mr. Henri made a motion to table the request on the Town Clerk until she comes before the Commission to discuss the position. Mr. Luneski seconded. All in favor, so carried.

Charter Revision Time Table

Mr. Henri said the Commission can't keep tabling because the time is getting closer.

Mr. Knapp asked to review the time table.

Chairman Marini said the following is an outline:

1. There needs to be a public hearing once the draft is completed.
2. Then the Draft goes to the Board of Aldermen
3. The Board of Aldermen has to pass what will be on the ballot.

Mr. Henri asked what is first.

Chairman Marini said the Board of Aldermen has to vote on the items for the ballot.

Corp. Counsel Blake said early September it has to go to the State. In July and August it goes to the Board of Aldermen.

There was discussion on the commission holding more meetings to finalize the questions. Chairman Marini asked who is willing to work on some of the items that are on the draft list.

Mr. Luneski said he will work on Item # 18 – Absentee Policy.

Chairman Marini said he will work on Item #12 – Advertising Bids/Legal Notices.

Mr. Henri said he will work on Item # 3- Term Limits.

Chairman Marini said he will work on Item #2 – Section 138 – bid limits.

Mr. Vaccaro said with regard to the bid limit, does the amount have to be \$25,000.

Chairman Marini said the Commission can discuss that once it is in draft form. He said the commission can do whatever they want regarding the amount.

Mr. Luneski made a motion to add #5 and #6 from Charles Stowes' submission to the agenda.

Chairman Marini said that it is on the agenda – Item #9 Referendum/Changes to the Budget.

Mr. Luneski withdrew his motion.

Referendum/Changes to the Budget

Chairman Marini said Alderman Stowe brought this subject up however he said he expressed his view on this in the past. He said an important function of Municipal government is to set the Budget. BOAT does a good job in Ansonia but it is an appointed Board that has the final say on our finances. The Charter should be changed so the Elected Officials have the final say on the Budget. They are elected by the people. BOAT should prepare a draft and pass it to the Board of Aldermen so the elected officials have the final say. It is a mix and there is no need to eliminate the Board of Apportionment & Taxation. The problem is the aldermen were elected by the taxpayers. Referendums are nice but there has to be a limit. A town cannot continually reject the proposed Budget in a vote. There has to be a limit on the number of times the Town goes to referendum to vote on the budget.

Chairman Marini said we would only go to referendum if the increase is over one or two mills. We would have a two vote cut off and then it goes back to the Board of Aldermen. The change would say “elected official have the final say”. It gives more leverage and allows the elected officials to have the final say. The elected officials will know the State funding and do the right by the City. All the cards would be on the table. The Board of Aldermen does have the leverage but can't guarantee anything despite the knowledge of the funds. It is really up to BOAT what you are going to get in your budget. There is nothing the Board of Aldermen can do. BOAT is good and the dialogue is good. There are 14 aldermen whom are taxed to oversee the City and they have no control over the Budget.

Mr. Henri said if the increase is over 1.5% it would go to a referendum vote.

A discussion followed on the rate of increase by percentage and mills. Mr. Henri noted that reassessment can mess up the Mill Rate. Chairman Marini said the Board of Ed would encourage a referendum to increase their budget. He said the City should encourage transparency to allow the taxpayers to know what is going on.

Mr. Henri said he is paying taxes and he should have a say in how the City spends his money. All budgets over XXXX should go to the Voters. Having that in place is a good tool to keep taxes in check.

A discussion on referendums that have been held in other towns (Monroe, Seymour, Plainville) continued. The members brought up the pros and cons of referendums and voting on budgets. They discussed two separate budgets that would have to be voted on (Board of Ed and City). This is two different issues and it would have to be further discussed. They discussed a cap on the budget before going to referendum and having the budget rejected over and over again.

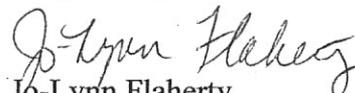
Also discussed was the cost of holding referendums when voting on a budget two or three times.

Mr. Henri made a motion to table any further discussion on this to the next meeting. Mr. Knapp seconded. All in favor, so carried.

Adjourn

Mr. Knapp made a motion to adjourn the meeting at 9:55 p.m. Mr. Vaccaro seconded. All in favor, so carried.

Respectfully submitted,


Jo-Lynn Flaherty
Secretary

The next meeting will be held on Thursday, May 23, 2013 at 7:15 p.m.

April 24, 2013

Late Correspondence #1
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Charter Revisions

RECEIVED FOR FILE
Madeline M. Buttone
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ANSONIA CONNECTICUT

1. **Public Works section 44 page 26:**
Monthly report to Mayor and Board of Aldermen listing manpower; status of equipment; status of all projects and estimated timeline to complete; and project schedule for upcoming year.
2. **Board of Education section 58 page 30:**
Complete annual funds and spending procedures to establish budget.
3. **Drainage section 98 page 30:**
Include enlarging of pipes and culverts (not clearly mentioned)
4. **Retirement section 3 page 89:**
Full pension after 30 years (not 25) and age 65; 50% pension for retirement before 65 years of age. Only one city pension regardless of how many City positions held or years served.
5. Referendum: Voters have the right to vote on any tax increase above 1.5%
6. BOAT's final budget to be sent to Board of Alderman for final vote.

Questions about existing Charter statutes:

1. **Tax Review Board**
Section 9, page 11 and section 73, page 35 – do we have one?
2. **Sinking Fund Board**
Section 9, page 12 – do we have one?
3. **Tax Collector Annual Report**
Section 19, page 15 – Report due February 5 with amount of collected and uncollected taxes, list of residents whose taxes are overdue, and their ability to pay them. The Board of Aldermen is responsible to investigate within 15 days after receipt of the report.
4. **Monthly Comptroller's Report**
Section 30 page 19 – Report to Mayor, BOAT, Board of Aldermen, all City departments, and Board of Education.
5. **Department of Welfare**
Section 74, page 35 – Are they working on the homeless/disabled loitering downtown?
6. **Dangerous and Unsafe Buildings**
Section 125.3, page 138.1 – Inspections and notice to correct?
7. **Anti Blight (City commercial blight)**
Section 13 – 48, page 196.3 – Listed conditions 1-5 not being enforced.

Rec'd 4/25/13 - Charles Stone

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TOWN AND CITY CLERK
ANSONIA, CONNECTICUT

Council-Manager Form of Government

Prepared by the Connecticut Town/City Management Association

How does council-manager government work?

- Elected council/board serves as legislative body and establishes policy to govern overall operation of municipal organization
- Council appoints competent, professional manager to implement policy and to oversee daily operations as CEO/CAO

Role of the council

- Council serves as community's legislative and policy-making body
- Power is centralized in elected council, which approves budget and determines tax rate
- Focuses on community goals, major projects and other long-term issues
- Appoints manager

Role of the chair/mayor

- Chair/mayor serves as key political and policy leader
- Specific duties depend on charter
 - Typically voting member of council who presides at meetings
 - Represents municipality in intergovernmental relationships
 - Sets council agenda with manager

Role of the manager

- Hired on basis of merit to serve council and community
- Serves at pleasure of governing body
- Makes policy recommendations to council for its consideration and final decision
 - Implements council policy - bound by action council takes
 - Control always in hands of elected representatives

Duties of appointed manager

- Serves as CEO/CAO - oversees work of municipal departments
- Administration of personnel – appoints and provides direction and leadership to department heads
- Management of public funds
 - Prepares annual budget and multi-year capital improvement program
 - Ensures fiscal responsibility and modern accounting practices

Duties of appointed manager

- Implementation of programs, policies and initiatives – works w/elected officials and community leaders to achieve common goals and objectives
- Coordination of service delivery – anticipates future needs; organizes work operations

Benefits of council-manager government

- By removing responsibility for day-to-day operations, frees elected officials to focus on policy making and community issues
- Empowers elected officials to lead and to develop vision for the community
- Offers flexibility to go in new directions while providing continuity during transitions

Benefits of council-manager government

- Encourages open communication between citizens and government - political power is not concentrated in the chair, but shared by all members of the council
- Diffuses power of special interests - all constituents and interests have a voice, not just those that are well-funded

Benefits of council-manager government

- Eliminates partisan politics from personnel, financial and contracting decisions - merit based decision-making based on qualifications and performance
- Encourages the development and retention of talented municipal employees
- Fosters professional ethics

What value does a professional manager contribute to a community?

- Oversees day-to-day operations and frees elected officials to focus on policy issues
- Shares and applies skills gained through education, professional experience and contacts
- Has access to information about latest trends and best practices
- Devotes time and skills to tackle a problem or opportunity

What value does a professional manager contribute to a community?

- Assists the council with the development of a vision and long-range strategic planning
- Recommends cost-saving ideas and productivity improvements
- Enhances the community's responsiveness to its citizens through administrative and fiscal accountability
- Develops corps of professional staff - strong emphasis on professional ethics

What types of communities use council-manager form?

- Used by more than 3,500 (49%) of 7,171 US cities and towns with populations of 2,500 or more (2007)
- 92 million people in US live in communities operating under this form
- Connecticut – 32 ICMA recognized communities

Summary

- Council-manager government enables local officials to involve and serve the entire community, and to actively plan for the future
- In turn, appointed professional manager applies professional skills and training to assist the council and to administer the daily operations of the community

For more information

- ICMA (International City Management Association)
 - www.icma.org
- CTCMA (CT Town and City Management Association)
 - Robert Lee, President - relee@plainville-ct.gov
 - Matt Hart, Board member - hartmw@mansfieldct.org