

Charter Revision Commission

SPECIAL MEETING MINUTES

June 8, 2022

7:00 PM - Town Hall

Members Present: Suzanne Gilleese, Karen Bufkin, Mike Ninteau, Keith LaPorte, Sandy Tremblay, Harold Nelson and Paula McDowell

Others Present: Catherine Marrion, Town Counsel

1) Call to Order

The meeting was called to order at 7:05 PM.

2) Introduction of Charter Revision Commission Members

The newly appointed members of the Charter Revision Commission ("Commission") introduced themselves and discussed their experience and interest in serving on the Commission.

3) Charge of Committee

C. Marrion discussed the Committee's broad charge to undertake a global review of the Town Charter and make recommendations to the Board of Selectmen to be voted on in November 2023. The Committee discussed the history of Lebanon town governance, the adoption of the Town Charter in 2019, and the statutory process to be followed in considering revisions to the Charter. C. Marrion discussed charter revisions commissions in neighboring towns, the topics that had been addressed, and agreed to provide the materials electronically to the Commission members.

4) Timeline for Project

C. Marrion distributed and discussed proposed timelines for the Commission's work, including dates by which the Commission must take certain actions. She noted that the first public hearing must be held before the Commission can begin substantive work. The Commission discussed the boards, commissions and personnel to be invited to share insights and recommendations to the Commission.

5) Discuss and act on date for First Public Hearing

After discussion, on Motion made by K. Laporte and seconded by H. Nelson, the Commission set June 23, 2022 as the date of the first public hearing. S. Tremblay agreed to notify the First Selectman's office of the date.

MOTION CARRIED 6:0

6) Discuss and act upon election of officers

The Commission members discussed the statutorily-required positions of Chair and Secretary. On Motion made by K. Laporte and seconded by H. Nelson, M. Ninteau was nominated and elected as Commission Chair.

MOTION CARRIED 5:0:1 with M. Ninteau abstaining

No Commission member volunteered to serve as Secretary. The commission discussed rotation the secretary duties. On motion made by K. Buffkin and seconded by S. Gilleese, the commission agreed to establish an alphabetical rotation of secretary duties among the Commission members.

MOTION CARRIED 6:0

7) Discuss and Act upon setting a meeting schedule

After discussion of meeting date and time options and town scheduling conflicts, on Motion made by K. LaPorte and seconded by S. Tremblay, the Commission adopted a monthly meeting schedule of holding regular meetings on the fourth Thursday of each month through June 2023.

MOTION CARRIED 6:0

8) Adjourn

The commission discussed that no further business could be conducted at this meeting. C. Marrion agreed to prepare meeting minutes and provide the First Selectman's office with the meeting schedule.

On motion made by S. Tremblay and seconded by K. Laporte, the meeting was adjourned at 7:53 pm.

MOTION CARRIED 6:0

The next regular Commission meeting will be held on July 29, 2022 at 7:00pm