

TOWN OF GRANBY CHARTER REVISION COMMISSION AGENDA

MEETING ROOM
GRANBY TOWN HALL

SPECIAL MEETING
Thursday, February 2, 2023
TIME: 6:30 P.M.

1. CALL MEETING TO ORDER
2. ADOPTION OF MINUTES OF PREVIOUS MEETINGS

BE IT RESOLVED, that the Granby Town Charter Revision Commission hereby approves the Minutes of the Public Hearing Charter Revision Commission meeting of January 12, 2023.

BE IT RESOLVED, that the Granby Town Charter Revision Commission hereby approves the Minutes of the regularly scheduled Charter Revision Commission meeting of January 12, 2023.

3. OLD BUSINESS

- A. Discussion Item: Review of Charter Revision Commission Timeline & Deadlines
- B. Discussion Item: Received Charter Revision Commission Feedback
- C. Discussion Item: Charter Revision Items

4. NEW BUSINESS

5. PUBLIC INPUT

6. ADJOURNMENT

RECEIVED
TOWN CLERK
GRANBY, CT

2023 JAN 26 P 3:58

Town of Granby is inviting you to a scheduled Zoom meeting.

Topic: Charter Revision Commission
Time: Feb 2, 2023 06:30PM

Join Zoom Meeting

<https://us02web.zoom.us/j/89311075158?pwd=SnJiWWxyMUtkL2wvOWNPM3lrQU56dz09>

Or dial in: +1 (929) 205-6099

Meeting ID: 893 1107 5158
Passcode: 962914

**TOWN OF GRANBY
CHARTER REVISION COMMISSION
PUBLIC HEARING MEETING MINUTES**

Minutes

Page 1

January 12, 2023

Members Present: Chairman Edward Ohannessian
Vice-Chairman Anthony McGovern
Commissioner Lynn Guelzow
Commissioner Rebecca Brewer
Commissioner Mark Lockwood
Commissioner Benjamin Perron
Commissioner Terri-Ann Hahn
Commissioner Anthony Cappelli
Commissioner Francis Brady

Others Present: Erica P. Robertson, Town Manager
Scott A. Nolan, Town Clerk
Paul R. Willis, Republican Registrar of Voters

**PURPOSE: PUBLIC HEARING TO RECEIVE CITIZEN INPUT AND SOLICIT
FEEDBACK ON THE GRANBY TOWN CHARTER FOR THE PURPOSES
OF REVISION**

Pursuant to the foregoing notice, Chairman Edward Ohannessian called the Charter Revision Commission Public Hearing to order on Thursday, January 12, 2023, at 6:15 p.m. in the Town Hall Meeting Room of the Granby Town Hall, 15 North Granby Road, Granby, Connecticut to receive citizen input and solicit feedback on the Granby Town Charter for the purposes of revision.

Scott A. Nolan, Town Clerk read the call of the public hearing after which, Chairman Edward Ohannessian opened the floor for public comment.

PUBLIC COMMENT

Paul R. Willis, Republican Registrar of Voters addressed members of the Charter Revision Commission regarding section 10-5(c) "Machine Voting" of the Granby Town Charter in which a recommendation from the Registrars of Voters will be forthcoming to address the language of that section due to a conflict with possible back-to-back voting events. Mr. Willis further explained that back-to-back voting events can be problematic as it can be challenging to staff the polling locations with volunteers when they are needed multiple days in a row. Mr. Willis also noted that this will be the case in 2028, 2032, and 2036 and that revising this section might make a lot of sense. Mr. Willis explained that both Registrars of Voters were working on drafting language that could be added to the Town Charter to help avoid back-to-back voting events.

There being no more public wishing to speak before the hearing, Chairman Edward Ohannessian declared the Public Hearing closed at 6:20 p.m.

(Continued on Next Page)


TOWN OF GRANBY
CHARTER REVISION COMMISSION
PUBLIC HEARING MEETING MINUTES

Minutes

Page 2

January 12, 2023

Respectfully submitted & attested,

A handwritten signature in black ink, appearing to read "Scott A. Nolan", is written over a horizontal line.

Scott A. Nolan
Town Clerk

Received for Record January 17, 2023
By SCOTT A. NOLAN, Town Clerk

TOWN OF GRANBY
CHARTER REVISION COMMISSION
REGULAR MEETING

Minutes

Page 1

January 12, 2023

Members Present: Chairman Edward Ohannessian
Vice-Chairman Anthony McGovern
Commissioner Lynn Guelzow
Commissioner Rebecca Brewer
Commissioner Mark Lockwood
Commissioner Benjamin Perron
Commissioner Terri-Ann Hahn
Commissioner Anthony Cappelli
Commissioner Francis Brady

Others Present: Erica P. Robertson, Town Manager
Scott A. Nolan, Town Clerk

I. CALL MEETING TO ORDER

Chairman Edward Ohannessian called the regular meeting of the Charter Revision Commission to order at 6:30 p.m. in the Granby Town Hall Meeting Room.

II. ADOPTION OF MINUTES OF PREVIOUS MEETINGS

Commissioner Mark Lockwood made a motion for the adoption of the following resolution:

BE IT RESOLVED, that the Granby Charter Revision Commission hereby approves the minutes of the regularly scheduled Charter Revision meeting of November 28, 2022.

The motion was seconded by Commissioner Rebecca Brewer at which time discussion followed. Commissioner Terri-Ann Hahn noted that in section E, line 2 the word "timeline" is missing. After a brief discussion the motion passed by a unanimous voice vote (9/0/0) **MOTION CARRIES**.

III. OLD BUSINESS

A. Review of the Charter Revision Commission Timeline & Deadline

Chairman Edward Ohannessian reminded members of the Charter Revision Commission about the timeline and noted that it was important to be mindful of the May 20, 2023, deadline for a draft to be submitted to the Board of Selectmen. Commissioner Terri-Ann Hahn further noted that it was important to stick with the timeline and to ensure that the Charter Revision Commission was staying on task and meeting our deadlines.

(Continued on Next Page)

TOWN OF GRANBY
CHARTER REVISION COMMISSION
REGULAR MEETING

Minutes

Page 2

January 12, 2023

IV. NEW BUSINESS

A. Review of Public Hearing

Chairman Edward Ohannessian thanked Paul Willis, Registrar of Voters for his feedback and noted that he felt it was important that the Charter Revision Commission review the feedback and take a look at possibly revising that schedule.

Chairman Edward Ohannessian inquired about whether or not the Town had received any feedback using the Charter@Granby-ct.gov email address at which time Town Manager, Erica Robertson noted that the only feedback received to date was from the Registrar of Voters office. Town Manager, Erica Robertson also noted that the deadline for feedback was January 20, 2023, and that we would be compiling the feedback submitted and sharing it with members of the Charter Revision Commission at their next meeting.

Chairman Edward Ohannessian inquired if the Connecticut Conference of Municipalities (CCM) had any opinion on “hot topics” that are currently affecting town charters and asked Town Manager, Erica Robertson, to reach out to CCM and find out as much as she can about Charter Revision topics.

Chairman Edward Ohannessian inquired with members of the Charter Commission if they felt the current meeting room setup was conducive to a working environment. After a brief discussion, the Charter Commission decided, they would like to meet at tables to have more of a round table discussion.

Chairman Edward Ohannessian asked members of the Charter Revision Commission what they felt were the topics they would like to discuss going forward and asked each member to identify areas of discussion:

Commissioner Francis Brady

- Noted that he would like to discuss the position of how the First Selectman gets elected.
- Positions of Profit as it relates to section 3-12
- Clarify the Town Manager's tenure and that there should be some clarity that the Town Manager can be removed without cause

Vice-Chairman Anthony McGovern

- Usability
- Readability
- Accessibility
- Understandability

(Continued on Next Page)

TOWN OF GRANBY

CHARTER REVISION COMMISSION

REGULAR MEETING

Minutes

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January 12, 2023

Commissioner Terri-Ann Hahn

- 10-5 (c) Conflict with Primaries
- 2-4 Eligibility for Office and the difference between an elector and a regular voter
- 2-5 Breaking a Tie as they relate to elections.
- 3-12 Position of Profit
- Clarify minority representation
- What constitutes an appointed officer, board, or persons

Vice-Chairman Anthony McGovern

- 10-6 Expenditures and Accounting

Commissioner Lynn Guelzow

- Budget Vote Timeline & scheduling conflicts
- Consistency with boards and boards with alternates

Commissioner Rebecca Brewer

- Flexibility and budget voting to ensure maximizing volunteers
- Breaking a tie vote

Commissioner Mark Lockwood

- Budget
- Electors/voters and property owners and who can vote
- Town Manager process and what happens when there is a vacancy/ illness
- Flexibility with the Board of Finance and flexibility with 3-12
- Officer terms and when they take office

Commissioner Benjamin Perron

- Area of the Charter where it lacks guidance
- Level of impact/checks & balances

Chairman Edward Ohannessian

- Revisit the timeline for the budget
- Review starting term dates for board/ commission members

After discussion, Chairman Edward Ohannessian asked members of the Charter Revision Commission how they would like to proceed with the work that the Charter Revision Commission needs to do and whether they wanted to work as sub-committees or as a large group. After discussion, the group felt it was best to continue to work as a large group rather than sub-committees.

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**TOWN OF GRANBY
CHARTER REVISION COMMISSION
REGULAR MEETING**

Minutes

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January 12, 2023

V. PUBLIC INPUT

Robert Flanagan (Woodcliff Drive) asked members of the Charter Revision Commission if they had proposals or drafts already prepared and when the deadline is for the public to submit feedback to incorporate changes.

Michael Ware (45 Hungry Road) thanked members of the Charter Revision Commission for their service and thinks it's wonderful that the town reviews the town charter every few years. Mr. Ware further indicated that he would like more information regarding how Connecticut General Statutes affect electing a First Selectman. Mr. Ware further noted that this version of the Town Charter needs to last for the next ten (10) years and that the existing charter served a small rural town very well, but may not manage a growing community in the same way.

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**TOWN OF GRANBY
CHARTER REVISION COMMISSION
REGULAR MEETING**

Minutes

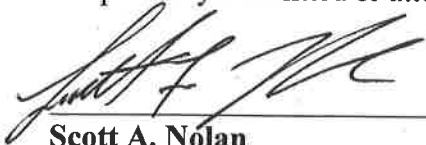
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January 12, 2023

VI. ADJOURNMENT

There being no more business to come before the meeting, Commissioner Mark Lockwood made a motion to adjourn the regular Charter Revision Commission meeting at 7:26 p.m., which was seconded by Commissioner Lynn Guelzow and passed by a unanimous voice vote. (9/0/0)
MOTION CARRIES.

Respectfully submitted & attested,



Scott A. Nolan
Town Clerk

Received for Record January 18, 2023
By SCOTT A. NOLAN, Town Clerk

Scott Nolan

From: Glenn Ballard <gacklenn@gmail.com>
Sent: Friday, January 20, 2023 8:00 PM
To: Charter
Subject: suggestions
Attachments: ForCharterRvw.pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Commission,

wanted to make sure I got this in by your deadline - will update with some additional context and visit you at an upcoming meeting.

Thanks for your work,

Glenn

#	Chapter	Suggestions
1	Incorporation and General Powers	
2	Elections	Resign to run Term limits Minority representation? Recall provision Longer voting hours for budget, referendum, etc.
3	Elective Officers	BOF – eliminate? Reduce? Shorter term? Separate Planning and Zoning Boards, shorter term? Minutes to website within 7 days All meetings streamed/video recorded
4	Board of Selectmen	Reduce percentage required for override petition Must follow RFP / opportunity development process Public listing of open issues/concerns, response time expectations Annual POCD progress updates with resident oversight Regular “town hall” meetings
5	Board of Finance	Per section 3 above
6	Appointive Officers	Independent/unaffiliated representation on appointed boards/commissions
7	Town Manager	Annual TM performance review, with formal input from residents Annual goal setting prior to budget cycle
8	Administrative Agencies	
9	Merit System	
10	Finance and Taxation	Fix backwards budget process (workshops, goals at start) Excess revenues must be returned to taxpayers
11	Town Meetings	No bundling of unrelated issues for referendum No lease of town property without referendum Quorum (%voters) for referendum No spending approvals based on unverified estimates Adopt POCD, other plans (strategy, housing, etc.)
12	Transition / Miscellaneous	Invoke charter change by 5% voter petition

Scott Nolan

From: Maureen Eberly <jeberly885@aol.com>
Sent: Friday, January 20, 2023 7:32 PM
To: Erica Robertson
Cc: Charter
Subject: Fwd: Failure Notice

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Erica
Please add to the list of names at the conclusion of my earlier submission:
Kathleen Garlasco
Mark Garlasco

Maureen Eberly

-----Original Message-----

From: Maureen Eberly <jeberly885@aol.com>
To: Charter@Granby-ct.gov <Charter@Granby-ct.gov>
Cc: edohannessiancharter@granby.ct.gov <edohannessiancharter@granby.ct.gov>
Sent: Fri, Jan 20, 2023 5:27 pm
Subject: Charter Revision Proposals

To the members of the Charter Revision Commission:

Below are recommendations for amendments/additions to our current Charter:

Amend Chapter 3-2 Terms of Office to read: Terms of offices for elected members covered under Sections 3-3 through 3-11 shall be limited to a period not to exceed eight (8) consecutive years or two (2) terms. Duly elected resident shall serve out his/her entire term in the position they currently serve. Vacating positions to which duly elected prior to term completion and serving on another board/commission is prohibited.

Right to speak at public meetings: All boards and commissions shall provide the public a right to speak at all publicized meetings designated on the town calendar for a period of time not less than five (5) minutes per person. Public comments will be held prior to any board/commission taking a vote.

Employment within the town of Granby: As a condition of employment, and as a part of a contract and or salary agreement, the candidate shall reside within the town of Granby no later than six (6) months after signing such contract and or salary agreement. The public shall have access to the resume/vitae for positions named below. Residents not serving on any town board/commission shall be a part of the interviewing process.

- Town Manager
- Chief of Police
- Superintendent of Schools
- Director of Community Development
- Director of Public Works

Elections/Voting: Bundling of proposed projects or budgetary items coming before the electorate is disallowed. Single line items proposed shall have a designated "yes vote" or a "no vote." A 2/3rds majority of votes cast is necessary to pass all referendums regarding all expenditures over five hundred thousand (\$500,000). Five (5) percent of the registered voters must cast votes in order to consider the vote passed. This will include in-person voting, absentee ballots, early voting.

Section 6-4 Minority Representation: Allow for 1 member of each board/commission to have unaffiliated/independent member. *

*Minority Representation Requirement Under CGS § 9-167a CGS § 9-167a limits the maximum number of members who may belong to the same political party on boards, commissions, legislative bodies, committees, or similar bodies, whether elected or appointed. The requirement applies to most governmental bodies of the state, its municipalities, and other political subdivisions. But it exempts a governmental body whose members are elected on the basis of geographical division (e.g., regional boards of education), certain other legislative bodies, and the board of directors of small taxing districts. In the case of an elective body, once candidates from the same party fill the maximum allowable slots, the highest vote getters from any other party or parties, or independents (candidates who are not affiliated with a political party), fill the remaining positions. The law does not guarantee a minor party representation on the board, however, and the number of parties that candidates represent during an election does not change the requirement. Table 1 shows the maximums. Table 1: Minority Representation Requirement Total Board Membership Maximum from Same Party Under § 9-167a 3 2 4 3 5 4 6 4 7 5 8 5 9 6 More than 9 2/3 of total membership Towns may enact a greater degree of minority representation than required by state law through their local charters.

Submitted by:

Robert Flanigan
Toni Flanigan
Reinhard Maier
John Marrone
Todd Kennedy
Tracy Kennedy
Alain Bisson
Brandon Beaudoin
Andrew Tallarita
John Eberly
Maureen Eberly

January 20, 2023

RECEIVED

JAN 13 2023

To the members of the Charter Revision Commission:

TOWN MANAGER

Below are recommendations for amendments/additions to our current Charter:

Amend Chapter 3-2 Terms of Office to read: Terms of offices for elected members covered under Sections 3-3 through 3-11 shall be limited to a period not to exceed eight (8) consecutive years or two (2) terms. Duly elected resident shall serve out his/her entire term in the position they currently serve. Vacating positions to which duly elected prior to term completion and serving on another board/commission is prohibited.

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candidates represent during an election does not change the requirement. Table 1 shows the maximums. Table 1: Minority Representation Requirement Total Board Membership Maximum from Same Party Under § 9-167a 3 2 4 3 5 4 6 4 7 5 8 5 9 6 More than 9 2/3 of total membership Towns may enact a greater degree of minority representation than required by state law through their local charters.

Submitted by:

Robert Flanigan
Toni Flanigan
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John Marrone
Todd Kennedy
Tracy Kennedy
Alain Bisson
Brandon Beaudoin
Andrew Tallarita
John Eberly
Maureen Eberly
Kathleen Garlasco
Mark Garlasco

January 20, 2023

To the members of the Charter Revision Commission

Proposals for your consideration:

1. Maintain the 10-year revision cycle, however add language to address issues impacting governance as they become known. These would be subject to voter approval via referendum.
2. Ethics: Based on a survey that was done 2018, 129 towns have ethics provisions in their "codes." Currently the state does not mandate that each town must have a unified state approved code of ethics or governing board. In 2019, SB 1095 came close to passing such an initiative, however, the legislative session ended prior to its passing. Some legislators expressed that while an ethics board/commission in the town code should address ethical violations, local autonomy should prevail.
In Granby two separate attempts were made to establish an Ethics Board. The most recent occurred in 2020. I favor local control; however, I feel that Granby should develop an Ethics Commission or at the very least, a document that describes a "code or standard of ethics." In 2020 discussions were held with the Executive Director of the State Ethics Commission as well as with a neighboring town. Issues that would be addressed in a code could include: sexual harassment, vetting process, equity, new hires signing a copy of the town's Ethics document which states town's rules/conduct of behavior and how violations would be addressed, employee improprieties, graft, corruption, nepotism. This board/commission would only meet on an as needed basis. Representatives on this board would have terms of office, and like any other board or commission, the advice of the town's attorney when necessary.
3. Section 12-1 Transition and Miscellaneous Provisions: language exists for the temporary replacement of a Town Manager. **"With the exception of the initial notice of removal, the Board of Selectmen shall act for and in the place of the Town Manager, the chief of police, or any other appointing authority as to each and every request, notice and hearing provided for hereunder."**

Proposal: Add additional language that speaks to the unforeseen extended illness of the Town Manager or death.

4. Voting: At the January 12, 2023 meeting discussion focused on voting and timelines. Concerns were raised regarding our school calendar and potential conflicts that may prevent voters from casting votes when vacations occurred. (See 45:54 on stream) Please be aware that the state has NOT mandated a uniformed calendar for towns in each District Reference Groups (DRG). Local autonomy prevails and Boards of Education may set their calendar as they deem appropriate. (Superintendent's office-EGPS), CEA, former union negotiators). Based on current voting laws, residents may obtain and use absentee ballots/early voting alternatives.

Thank you,
Maureen Eberly

Scott Nolan

From: Charter
Sent: Friday, January 20, 2023 11:56 AM
To: martinfochwager@gmail.com
Subject: RE: Town Charter - Feedback, Comments, Suggestions, and Revision Ideas

Hello Marty,

Thank you so much for providing feedback regarding the Town Charter. I will be sure to pass along your recommendations to the Charter Revision Commission.

Have a great weekend,

-Scott

Scott A. Nolan
Office of the Town Clerk
15 North Granby Road
Granby, CT 06035

t (860) 844-5308
e Snolan@Granby-ct.gov
w www.Granby-ct.gov

TOWN OF GRANBY

Office Hours:

Monday - Wednesday 8:00 am - 4:00 pm

Thursday 8:00 am - 6:00 pm || **Friday** 8:00 am - 12:30 pm

From: martinfochwager@gmail.com <martinfochwager@gmail.com>
Sent: Friday, January 20, 2023 10:00 AM
To: Erica Robertson <townmanager@granby-ct.gov>; Charter <charter@granby-ct.gov>
Subject: Town Charter - Feedback, Comments, Suggestions, and Revision Ideas

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.
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Hi Erica and the Charter Revision Commission –

Attached are some revision suggestions to the Town Charter.

If you have any questions or need further explanation of my suggestions, please don't hesitate to contact me.

Thanks so much,
Marty Schwager

January 19, 2023

To: Erica Robertson
Town Manager

From: Marty Schwager
Development Commission, Chair

Re: Charter Revision Feedback
Town of Granby

I am responding to the request for feedback and comments on the consideration of revisions to the Town Charter, by the appointed Charter Revision Commission; as outlined in your memo dated December 15, 2022 to the Board & Commission Chairperson(s).

The feedback I am presenting below is my personal view and does not represent the views or stance of the entire Development Commission. The Development Commission did not include, on its January 9, 2023 Agenda, the discussion of the Town Charter.

The chapters I would like to comment on are Chapter 7 Town Manager and Chapter 8 Administrative Agencies.

Chapter 7

Under **Section 7-3 Appointments**, consideration should be given to the refinement and addition of positions that the Town Manager “may” appoint. Since these positions have historically been an integral part of the Town’s administration, they should be capitalized, similar to “Town Clerk” within this Section, to reflect the appointed position and title. [Town Clerk, Chief of Police, Tax Collector, Assessor, Director of Health, Fire Marshall, etc.]. I would also like to suggest the addition of the following, established and possible future positions/titles: Director of Finance, Director of Public Works, and Town Planner.

With respect to a Director of Health position, a change in the title to Director(s) of Health and Human Services (under Social Services) may be appropriate since both functions are currently administered within the Town – directly and indirectly.

The formalizing of these positions/titles does not require the Town to fill or establish them, as the wording within Section 7-3 states: “the Town Manager may appoint, and may remove” the appointment. This wording, “may”, I feel, is appropriate.

As the demands, complexities, and growth of our Town’s managerial functions increase; as imposed by municipal, State, and local officials; the Town Manager will need the flexibility to propose the filling or

altering of these position appointments. This, in order to meet the needs of this growth and fulfill the duties and responsibilities of the Town's administration. The Town Manager's responsibilities of this administration are also made clear in Chapter 8 Administrative Agencies and tie back directly to Section 7-3 Appointments.

Chapter 8

Under **Section 8-1 Administrative Agencies**, paragraph one, consideration should be given to the addition of "planning" within the administration duties. Planning is an integral part of the administration of a public or private organization. Planning does not necessarily fall within the duty categories outlined in Chapter 7. It includes physical, logistical, communication, forecasting, interpretation of law/regulation, and citizen expectations skills (as examples) that bridge and cross many administrative duties. The "packaging" of this planning function can be consuming and require internal and external resources.

If you have any questions or would like further clarity on these suggested considerations, please feel free to contact me.

Thank you and the Charter Revision Commission for all your work in reviewing the Town Charter.

Marty

Scott Nolan

From: Laura Wolfe
Sent: Wednesday, January 11, 2023 2:57 PM
To: Scott Nolan; Charter
Cc: Paul Willis; neudorf@snet.net; Patty; sf.mcguire28@gmail.com; slp713@cox.net
Subject: RE: Town of Granby Charter Proposed Draft, Annual Budget Process Section 10 (c)

Good afternoon,

The Registrars of Voters are proposing a revision to the Granby Town Charter under the section: Annual Budget Process, Machine Vote, Section 10 (c), the additional text is in red.

The current wording of the Annual Budget Process, Machine Vote , Section 10 (c) is:

“(c) Machine Vote. A Machine vote shall be held on the proposed annual Town budget on the fourth Monday in April. Absentee ballots for the machine vote shall be available at the official of the Town Clerk. The budget shall be adopted if approved by a majority of those voting.

If the machine vote fails to adopt the budget a hearing shall be held on the succeeding Monday for informational purposes with a machine vote the following Monday, and the process shall continue in like manner until a budget is adopted. If the hearing or machine vote is continued to the last Monday in May and such Monday is a holiday, said hearing or machine vote shall be held the next day.”

We are proposing the following addition to 10 (c) :

“ - - - And furthermore, when the Statewide Connecticut Presidential Primary is scheduled for the last Tuesday in April and the fourth Monday is also the last Monday in April, the Budget Referendum shall be moved to the third Monday in April.

Rational:

This addition will avoid back-to-back voting events which will occur in 2028, 2032 and 2036.

We would appreciate your comments.

Sincerely,

Laura Wolfe and Paul Willis
Registrar of Voters, Granby, CT

Scott Nolan

From: mark lockwood <mwlock9663@gmail.com>
Sent: Thursday, January 19, 2023 11:28 AM
To: Charter
Subject: Re: Last Call Reminder: SOLICITATION OF CHARTER REVISION FEEDBACK, COMMENTS, SUGGESTIONS, AND REVISION IDEAS

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning.

My last comments were as a charter revision commissioner.

From a planning and Zoning perspective for the charter would be to update language on the pz alternates starting since that is now moot as we are already on that Cycle but that is a minor point.

Thank you.

On Tue, Jan 17, 2023, 15:02 Charter <charter@granby-ct.gov> wrote:

Hello Everyone,

Please accept this notice as a friendly reminder that the Charter Revision Commission is collecting feedback on the Town Charter. If you would like to submit feedback for possible changes to the Granby Town Charter on language specifically effecting the Board/ Commission you serve on, please email feedback to Charter@Granby-ct.gov no later than **Friday, January 20, 2023** so we can compile your feedback and share it with members of the Charter Revision Commission.

Please be sure to be as specific as possible, including the Chapter & Section of the Charter you are providing feedback on.

If you have any questions, please don't hesitate to reach out to me.

Sincerely,

Erica Robertson

Town Manager

From: Charter

Sent: Thursday, January 5, 2023 3:02 PM

Subject: Reminder: SOLICITATION OF CHARTER REVISION FEEDBACK, COMMENTS, SUGGESTIONS, AND REVISION IDEAS

Hello Everyone,

Please accept this notice as a friendly reminder that the Charter Revision Commission is collecting feedback on the Town Charter. If you would like to submit feedback for possible changes to the Granby Town Charter on language specifically effecting the Board/ Commission you serve on, please email feedback to Charter@Granby-ct.gov no later than **Friday, January 20, 2023** so we can compile your feedback and share it with members of the Charter Revision Commission.

Please be sure to be as specific as possible, including the Chapter & Section of the Charter you are providing feedback on.

If you have any questions, please don't hesitate to reach out to me.

Sincerely,

Erica Robertson

Town Manager

From: Charter

Sent: Thursday, December 15, 2022 1:04 PM

Subject: SOLICITATION OF CHARTER REVISION FEEDBACK, COMMENTS, SUGGESTIONS, AND REVISION IDEAS

As you may be aware, the Board of Selectmen has appointed a Charter Revision Commission for the purposes of reviewing our Town Charter. At their first meeting, the Charter Revision Commission has decided to meet on the 2nd Thursday at 6:30 p.m. and the 4th Wednesday at 6:00 p.m. of each month in the Town Hall Meeting Room. Meetings will be held both in person and via zoom as well as livestreamed on Granby Community TV (GCTV).

Scott Nolan

From: mark lockwood <mwlock9663@gmail.com>
Sent: Wednesday, January 11, 2023 2:27 PM
To: Charter
Subject: Re: Reminder: SOLICITATION OF CHARTER REVISION FEEDBACK, COMMENTS, SUGGESTIONS, AND REVISION IDEAS
Attachments: charter2012-DRAFT comments ML 1-11-23.docx

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear All:

Please see attached some redline comments of the Charter. These are my initial thoughts. Summary of the comments:

- Provisions to allow for flexibility of the budget vote. (allows adjustments for needs such as late advisement of state funding etc..)
- Revisions when there is a vacancy in Town Manager (based on recent events when 2 town manager vacancies occurred)
- Some cleanup on abbreviations etc. and some language modifications/consistency

Thank you.

On Thu, Jan 5, 2023 at 3:02 PM Charter <charter@granby-ct.gov> wrote:

Hello Everyone,

Please accept this notice as a friendly reminder that the Charter Revision Commission is collecting feedback on the Town Charter. If you would like to submit feedback for possible changes to the Granby Town Charter on language specifically effecting the Board/ Commission you serve on, please email feedback to Charter@Granby-ct.gov no later than **Friday, January 20, 2023** so we can compile your feedback and share it with members of the Charter Revision Commission.

Please be sure to be as specific as possible, including the Chapter & Section of the Charter you are providing feedback on.

If you have any questions, please don't hesitate to reach out to me.

Sincerely,

Erica Robertson

Town Manager

From: Charter

Sent: Thursday, December 15, 2022 1:04 PM

Subject: SOLICITATION OF CHARTER REVISION FEEDBACK, COMMENTS, SUGGESTIONS, AND REVISION IDEAS

As you may be aware, the Board of Selectmen has appointed a Charter Revision Commission for the purposes of reviewing our Town Charter. At their first meeting, the Charter Revision Commission has decided to meet on the 2nd Thursday at 6:30 p.m. and the 4th Wednesday at 6:00 p.m. of each month in the Town Hall Meeting Room. Meetings will be held both in person and via zoom as well as livestreamed on Granby Community TV (GCTV).

At this time, the Charter Revision Commission is soliciting feedback, comments, suggestions, and revision ideas from members of the community. They are also intentionally soliciting feedback from members of the various boards and commissions so that the Charter Revision Commission can begin creating a first draft of potential revision changes.

If you would like to submit feedback for possible changes to the Granby Town Charter on language specifically affecting the Board/ Commission you serve on, please email feedback to Charter@Granby-ct.gov no later than **Friday, January 20, 2023** so we can compile your feedback and share it with members of the Charter Revision Commission. Please be sure to be as specific as possible, including the Chapter & Section of the Charter you are providing feedback on.

If you have any questions, please do not hesitate to reach out to me.

Sincerely,

Erica Robertson

Town Manager

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**TOWN OF GRANBY
CONNECTICUT**

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Pronouns

Unless the context otherwise requires, pronouns of any gender shall include both the masculine and feminine gender, and the singular pronoun shall be deemed to include the plural.

CHAPTER 1

INCORPORATION AND GENERAL POWERS

Section 1-1

INCORPORATION. All the inhabitants dwelling within the territorial limits of the Town of Granby, Connecticut, as heretofore constituted, shall continue to be a body politic and corporate under the name of the "Town of Granby", hereinafter in this Charter called "the Town", and as such shall have perpetual succession and may hold and exercise all powers and privileges herein conferred, and all powers and privileges conferred upon towns under the general statutes of the State of Connecticut (the "General Statutes").

Section 1-2

RIGHTS AND OBLIGATIONS. All property, both real and personal, all rights of action and rights of every description and all securities and liens in the Town as of the date this Charter shall take effect are continued. The Town shall continue to be liable for its debts and obligations. Nothing herein shall be construed to affect the right of the Town to collect any assessment, charge, debt, or lien. If any contract has been entered into by the Town prior to the effective date of this Charter or any bond or undertaking has been given by or in favor of the Town which contains provisions that the same may be enforced by any office or agency therein named, which is hereby abolished, such contracts, bonds, or undertakings shall continue in full force and effect. The powers conferred and the duties imposed with reference to the same upon any such office or agency shall, except as otherwise provided in this Charter, thereafter be exercised and discharged by the Board of Selectmen of said Town.

Section 1-3

GENERAL GRANT OF POWERS. In addition to all powers granted to towns under the State of Connecticut Constitution (the "Constitution") and General sStatutes, the Town shall have all powers specifically granted by this Charter and all powers fairly implied in or incident to the powers expressly granted and all other powers incident to the management of the property, government and affairs of the Town, including the power to enter into contracts with the United States or any federal agency, the State of Connecticut or any political subdivision thereof for services and the use of facilities, the exercise of which is not expressly forbidden by the eConstitution and the gGeneral sStatutes of the State of Connecticut.

CHAPTER 2

ELECTIONS

Section 2-1

GENERAL. (a) Nomination and election of state and federal officers, state senators and representatives, judge of probate and such elective Town officers, boards and commissions as are provided for in this Charter shall be conducted, and the Registrars of Voters shall prepare lists of electors qualified to vote therefore, in the manner prescribed in the eConstitution and the general and special laws of the state applicable to the Town, except as hereinafter provided.

(b) Regular Town elections shall take place on the first Tuesday after the first Monday in November of each odd numbered year.

(c) At each election, each political party shall have the right to nominate as many persons as there are vacancies and each elector may vote for as many persons as there are vacancies.

Section 2-2

MINORITY REPRESENTATION, ELECTIVE AGENCIES. Minority representation on any elective board, committee, commission or similar body of the Town shall be determined in accordance with the provisions of section 9-167a of the gGeneral sStatutes except in the case of a five-member board, committee, commission or similar body where the maximum number of any such board, committee, commission or similar body from the same political party shall be three. The maximum number of any elective board, committee, commission or similar body who may be members of the same political party shall be as specified in the following table:

Column I	Column II
Total Membership	Maximum from One Party
3	2
4	3
5	3
6	4
7	5
8	5
9	6
More than 9	Two-thirds of total membership

Section 2-3

MUNICIPAL VOTING DISTRICTS. There shall be voting districts as the same existed on the effective date of this Charter, and the number of such districts shall not be increased or diminished, nor their boundaries altered, except by ordinance of the Board of Selectmen approved by a majority of the electors voting on a date established by the Board of Selectmen.

Section 2-4

ELIGIBILITY FOR OFFICE. No person who is not at the time of his election a registered voter of the Town shall be eligible for election to any Town office, and any person ceasing to be a registered voter of said Town shall thereupon automatically cease to hold elective office in the Town.

Section 2-5

BREAKING A TIE. When any regular or special Town election conducted pursuant to the provisions of this Charter results in a tie, and all but one of the tied candidates shall not have voluntarily retired from the contest, a special election shall be conducted to determine who shall be elected. Said special election shall be held by the Board of Selectmen on the seventh day after the election which resulted in a tie and shall be confined to the tied candidates. Any voting machine, the returns from which are not subject to disagreement, may be unlocked and used in said special election. If voting machines are not available in sufficient number, paper ballots may be used in place of or in conjunction with voting machines.

Section 2-6

VACANCIES. Any vacancy in any elective Town office from whatever cause arising, except in the office of First Selectman or in the office of sSelectman or in the office of Registrar of Voters where governed by the gGeneral sStatutes, shall be filled by appointment by the Board of Selectmen for the unexpired portion of the term or until the next biennial election, whichever shall be sooner; provided that when the person vacating the office shall have been elected as a member of a political party, such vacancy shall be filled by the appointment of a member of the same political party. If there is a biennial election before the expiration of the term of office of any person appointed to an elective office under the provisions of this section, such office shall be filled by the election of a person to fill that office for the unexpired portion of the term, such person to take office on the second Tuesday following the election. When a vacancy occurs in the office of the First Selectman or in the office of sSelectman, it shall be filled by the remaining members of the Board of Selectmen with a member of the same political party of the person who is being replaced. If the board cannot decide upon a person within thirty days of the occurrence of the vacancy, a special election shall be held as soon as possible in procedural accordance with state statutes and subject to the minority representation provisions of this Charter. Vacancies in the office of Registrar of Voters shall follow the provisions of section 9-192 of the gGeneral sStatutes where applicable.

CHAPTER 3

ELECTIVE OFFICERS

Section 3-1

GENERAL POWERS AND DUTIES. Except as otherwise provided in this Charter, all elective Town officers, boards and commissions shall have the powers and duties prescribed by law. All boards and commissions shall determine their own rules of procedure that are not inconsistent with the United States or Connecticut Constitutions, General Statutes, or this Charter

Section 3-2

TERMS OF OFFICE. The terms of office of all elective officers, board and commission members shall, except as otherwise provided in this Charter, commence on the second Tuesday following their election, and shall not expire before the election and qualification of their successors.

Section 3-3

REGISTRARS OF VOTERS. There shall be two Registrars of Voters to be elected in the state election for terms of four years as provided in section 9-189a as amended of the gGeneral sStatutes.

Section 3-4

BOARD OF SELECTMEN. At each biennial election there shall be elected a First Selectman and four other members of the Board of Selectmen, all for terms of two years. The conduct of such election and the counting of votes as cast for both the office of First Selectman and selectman shall be governed by the gGeneral sStatutes.

Section 3-5

BOARD OF EDUCATION. The Board of Education shall consist of seven members. At each biennial election, there shall be elected one member for a term of four years to succeed each member whose terms shall expire. The election shall be conducted in accordance with section 9-204b of the gGeneral sStatutes, the provisions of which are incorporated into this Charter. ~~At each election, each political party shall have the right to nominate as many persons as there are vacancies and each elector may vote for as many persons as there are vacancies.~~

Section 3-6

BOARD OF FINANCE. The Board of Finance shall consist of six members each of whom is elected for a term of four years. At each biennial election there shall be elected one member for a term of four years to succeed each member whose term shall expire.

Section 3-7

BOARD OF ASSESSMENT APPEALS. The Board of Assessment Appeals shall consist of three members each of whom is elected for a term of four years. At each biennial election there shall be elected one member for a term of four years to succeed each member whose term shall expire.

Section 3-8

ZONING BOARD OF APPEALS. The Zoning Board of Appeals shall consist of five members each of whom is elected for a term of four years. At each biennial election there shall be elected one member for a term of four years to succeed each member whose term shall expire.

Section 3-9

ZONING BOARD OF APPEALS ALTERNATES. The panel of alternates of the Zoning Board of Appeals shall consist of three members each of whom is elected for a term of four years. At each biennial election there shall be elected one member for a term of four years to succeed each member whose term shall expire.

Section 3-10

PLANNING AND ZONING COMMISSION. The Planning and Zoning Commission shall consist of seven members each of whom is elected for a term of four years. There shall also be a total of two alternate members who shall be elected. ~~Initially, one alternate member shall be elected for a term of two years and the other alternate member shall be elected for a term of four years.~~ At each biennial election thereafter, there shall be elected one member and one alternate member for a term of four years to succeed each member and each alternate member whose term shall expire.

Section 3-11

TOWN MODERATOR. At each biennial election, there shall be elected a Town Moderator for a term of two years. The Town Moderator shall preside at all Town meetings and shall work with the Board of Selectmen to promote citizen attendance and participation at Town meetings. In the absence of the elected Town Moderator, the Town meeting shall be called to order and be conducted by the First Selectman or his representative.

Section 3-12

POSITION OF PROFIT. No elected or appointed Town official shall, while in office, derive direct financial benefit as a result of any contract, decision or action by any board or position. Except as noted in Section 7-45, no elected town official may be appointed to or hired for any paid position with the town or may enter into any contract

with the town for a period of one year following his last day in office. The restrictions outlined herein are subject to the provisions of section 7-421 of the gGeneral sStatutes.

CHAPTER 4

THE BOARD OF SELECTMEN

Section 4-1

THE BOARD OF SELECTMEN. There shall be a Board of Selectmen as provided in chapter 3, Section 3-4 of this Charter.

Section 4-2

THE FIRST SELECTMAN. The First Selectman shall be chairman of the Board of Selectmen and shall preside over all meetings of the Board of Selectmen. He shall be an ex-officio member, without vote, of all other Town boards, commissions and committees. He shall be the official head of the Town for all ceremonial and military purposes. In the absence of the Town Manager, he shall exercise the authority and perform all the duties of the Town Manager as provided for herein ~~for a period not to exceed 90 consecutive days, except as otherwise specifically provided in this Charter.~~ During his absence or disability his duties shall be performed by another member of the Board of Selectmen chosen by the members of such board, except as otherwise specifically provided in this Charter.

Section 4-3

BOARD OF SELECTMEN'S GENERAL POWERS AND DUTIES. Except as otherwise provided in this Charter, the Board of Selectmen shall have the powers and duties conferred by the general and special laws of the state upon the Board of Selectmen of the Town. Except as otherwise provided in this Charter, the legislative power of the Town shall be vested in the Board of Selectmen. The Board of Selectmen shall have the power to enact, amend or repeal ordinances and resolutions not inconsistent with this Charter or the gGeneral sStatutes of the state providing for the preservation of good order, peace, health and safety of the Town and its inhabitants; create or abolish by ordinance boards, commissions, departments or offices except those provided for in this Charter; and establish by resolution such study, advisory or consulting committees as the Board may determine to be necessary or appropriate for the general welfare of the Town. The Board of Selectmen is authorized in adopting ordinances to incorporate any nationally recognized code, rules and regulations that have been printed in book form, or any code officially adopted by any administrative agency of the state, or any portion thereof, by reference thereto in such ordinance; provided, upon adoption of any such ordinance wherein any such code, rules and regulations or portions thereof have been incorporated by reference, there shall be maintained two copies of such code, rules and regulations in the office of the Town Clerk for examination by the public. The Board of Selectmen may contract for service

and the use of facilities of the United States or any federal agency, the State of Connecticut and any political sub-division thereof, or may, by agreement, join with such political subdivisions to provide services and facilities. The Board of Selectmen shall consider and endorse a plan of development in accordance with gGeneral sStatutes.

Section 4-4

PROCEDURE. The Board of Selectmen shall fix the time and place of its regular meetings and provide a method for the calling of special meetings. It shall determine its own rules of procedure. Three members shall constitute a quorum; however, no motion, ordinance, resolution or otherwise, except to adjourn or to fix the time and place of its meeting, shall be adopted by less than three affirmative votes.

Section 4-5

PUBLIC HEARING ON ORDINANCES. At least one public hearing, ten day notice of which shall be given by publication in a newspaper having a circulation in the Town, and by posting in a public place or places as the Board of Selectmen shall prescribe, shall be held by the Board of Selectmen before any ordinance shall be passed. The passage of such ordinance shall be advertised in one or more newspapers having a circulation in the Town and shall not become effective until twenty days after such publication; provided, an ordinance stated to be a public emergency measure and stating the facts constituting such public emergency shall become effective immediately after publication and no public hearing or notice of public hearing shall be required for any public emergency ordinance. Every public emergency ordinance including any amendments thereto, shall automatically stand repealed at the termination of the sixty-first day following final passage of such ordinance. All ordinances shall be filed with the Town Clerk and recorded, compiled and published by the Town Clerk as required by law.

Section 4-6

PETITION FOR OVERRULE OF ACTION BY THE BOARD OF SELECTMEN.

(a) Ordinances, resolutions or votes of the Board of Selectmen shall be subject to overrule in accordance with the provisions of this section. However, this Section 4-6 shall not apply to emergency ordinances, actions making appointments or removals, or regulating exclusively the internal procedure of the Board of Selectmen.

(b) If within forty-five days after the publication of any ordinance, resolution or vote, a petition signed by not less than ten percent of the electors of the Town, as determined from the latest election official lists of the registrars of voters, is filed with the Town Clerk requesting its reference to a special Town meeting, the effective date of such ordinance, resolution or vote shall be suspended and the Board of Selectmen shall fix the time and place of such meeting, which shall be held within twenty days after the filing of the petition, and notice thereof shall be given in the manner provided by the gGeneral sStatutes for the calling of a special Town meeting. An ordinance, resolution or

vote so referred shall take effect upon the conclusion of such meeting unless at least 100 voters constituting a majority of those voting shall have voted in favor of overruling.

Section 4-7

COORDINATION. The Board of Selectmen may, at its discretion, convene any or all Town officials, boards, commissions or committees to review, plan or coordinate activities and operations of Town government, and may require reports to be submitted to it from all appointed boards and commissions. At any such meeting the electors and taxpayers of the Town may submit suggestions and comments for consideration by the appropriate official, board, commission or committee.

CHAPTER 5

BOARD OF FINANCE

Section 5-1

BOARD OF FINANCE. There shall be a Board of Finance as provided in Section 3-6, ~~and whose members shall be subject to Section 3-12 of this Charter.~~

Section 5-2

GENERAL DUTIES. The Board of Finance shall have such duties with respect to finance and taxation as are set forth in the gGeneral sStatutes except as provided in this Charter.

Section 5-3

ANNUAL AUDIT. The Board of Finance shall annually designate an independent certified public accountant or firm of independent public accountants to audit the books and accounts of the Town as provided in the gGeneral sStatutes.

CHAPTER 6

APPOINTIVE OFFICERS

Section 6-1

GENERAL. The Board of Selectmen by majority vote shall appoint by resolution the following Town officers: a Town Manager, a Town attorney and a treasurer. The Board of Selectmen shall appoint by ordinance such other Town officers, boards and commissions as it may determine are necessary or appropriate for the general welfare of the Town and not otherwise specifically provided for in this Charter. It may also appoint by resolution such committees as it may determine are necessary or appropriate for the general welfare of the Town.

Section 6-2

TERMS OF OFFICE. All officers appointed by the Board of Selectmen, except the Town Manager, shall take office on the second Monday of January, following the Town election and shall serve such terms as are hereinafter set forth and until their respective successors shall have been appointed and shall have qualified. It is the intention of this section to permit the Board of Selectmen to provide that the terms of appointed officers other than the Town Manager shall uniformly begin and expire at noon on the second Monday in January in the even numbered years. The Town Manager shall serve at the pleasure of the Board of Selectmen. Members of any board or commission appointed by the Board of Selectmen shall serve such terms as are provided by ordinance of the Board of Selectmen.

Section 6-3

GENERAL POWERS AND DUTIES. Except as otherwise provided in this Charter, all appointed officials, boards and commissions shall have all the powers and duties prescribed by law or ordinance.

Section 6-4

MINORITY REPRESENTATION, APPOINTIVE AGENCIES. Minority representation on any board, commission, committee or similar body of the Town appointed by the Board of Selectmen shall be determined in accordance with the provisions of section 9-167a of the gGeneral sStatutes as amended except in the case of a five-member board, committee, commission or similar body where the maximum number of any such board, committee, commission or similar body from the same political party shall be three. As provided in said section, the maximum number of any such board, commission, committee or similar body who may be members of the same political party shall be as specified in the following table:

Column I	Column II
Total Membership	Maximum from One Party
3	2
4	3
5	3
6	4
7	5
8	5
9	6
More than 9	Two-thirds of total membership

Section 6-5

VACANCIES. Any vacancy in any appointive Town office, from whatever cause arising, shall be filled by appointment by the appointing authority to such office for the unexpired portion of the term vacated.

Section 6-6

TOWN ATTORNEY. The Town attorney shall be an attorney at law admitted to practice law in this state. He shall appear for and protect the rights of the Town in all actions, suits or proceedings brought by or against it or any of its officers or agencies. He shall be the legal advisor to all Town officers or agencies in all matters affecting the Town and shall upon written request furnish them with a written opinion on any question of law involving their respective powers and duties. Upon request he shall prepare or approve forms of contracts or other instruments to which the Town is a party or in which it has an interest. He shall have power, with the approval of the Board of Selectmen, to compromise and settle any claims by or against the Town and to appeal from orders, decisions and judgments.

Section 6-7

COMBINED FUNCTIONS AND POSITIONS. Except as otherwise provided by law, the Board of Selectmen in filling appointive positions may, by majority vote, combine functions and positions.

Section 6-8

TREASURER. Duties of the treasurer shall be as provided in section 7-80 of the gGeneral sStatutes.

CHAPTER 7

TOWN MANAGER

Section 7-1

APPOINTMENT. The Board of Selectmen shall appoint for an indefinite term, and may remove, a Town Manager, who shall be the chief executive officer and shall be chosen exclusively on the basis of his administrative qualifications, character and experience. ~~The Board of Selectmen may appoint an interim Town Manager for a period not to exceed one year during the absence, disability or resignation of the manager. The compensation for the interim Town Manager shall be determined by the Board of Selectmen. The provisions of Section 3-12 of this Charter notwithstanding, the interim Town Manager may be a Town official or a former official whose last day in office was less than one year ago. A Town official shall resign or take a leave of absence from any Town office held before appointment as interim Town Manager.~~

Section 7-2

DUTIES OF TOWN MANAGER. The Town Manager shall be directly responsible to the Board of Selectmen for the administration of all offices and agencies and in charge of persons appointed by him and shall supervise and direct the same. He shall be the purchasing agent of the Town subject to such rules and regulations as shall

be prescribed by the Board of Selectmen. The Town Manager shall keep full and complete records of the doings of his office and it shall be his duty to make periodic reports to the Board of Selectmen and to attend its meetings with full right of participation in its discussions; to prepare and cause to be published, as soon as possible after the close of the fiscal year, an annual Town report; to recommend to the Board of Selectmen such measures as he shall deem necessary or expedient; to keep or cause to be kept complete books of account showing the financial condition and financial transactions of the Town, including accounts of all funds and appropriations, and such other accounts and records, not specifically required by law to be kept by other officers, as may be prescribed by the Board of Selectmen; to purchase all supplies, materials, equipment and other commodities required by any office or agency of the Town except the Board of Education; to keep the Board of Selectmen and the Board of Finance fully advised as to the financial condition of the Town; to prepare and submit to the Board of Selectmen an annual budget and to exercise such other powers and duties as may be imposed on him by the Board of Selectmen. Except as otherwise provided in this Charter, neither the Town meeting nor the Board of Selectmen shall diminish by ordinance, vote or otherwise the powers and duties of the Town Manager, except those powers and duties imposed on him by direction of the Board of Selectmen under the provisions of this section. The Town Manager shall exercise the authority and perform all the duties of Town Manager, except as otherwise specifically provided in this Charter.

Section 7-3

APPOINTMENTS. With the approval of the Board of Selectmen, the Town Manager may appoint, and may remove, a Town Clerk, chief of police, a tax collector, an assessor, who shall be duly qualified, a director of health, in accordance with section 19a-200 of the gGeneral sStatutes, a fire marshal and such other administrative officials or committees as may be necessary or proper for the general welfare of the Town. The Town Manager may, subject to the approval of the Board of Selectmen, perform the duties of any appointive office provided the same is not inconsistent with law. Except as otherwise provided by law, the Town Manager, subject to the approval of the Board of Selectmen, may, in filling appointive positions, combine functions and positions.

Section 7-4

DUTIES OF OFFICERS APPOINTED BY THE TOWN MANAGER. Except as otherwise specifically provided in this Charter, the duties of the officers appointed by the Town Manager shall be those prescribed for such officers by the gGeneral sStatutes as amended and the ordinances of the Town. If the duties and responsibilities of an officer of the Town are not set forth in the gGeneral sStatutes or ordinances of the Town, then the Town Manager, with the approval of the Board of Selectmen, shall prescribe the duties and responsibilities of such office.

Section 7-5 [NEW]

VACANCY OR DISABILITY IN THE OFFICE OF TOWN MANAGER. Whenever the position of Town Manager is vacant due to removal, death, or resignation, or absence or disability of the Town Manager, the First Selectman, in addition to their other duties as First Selectman, shall exercise the authority and perform all the duties of the Town Manager as First Selectman for up to 90 (ninety) consecutive days from the time

of the vacancy. However, the Board of Selectman may extend this period for additional 90 (ninety) day increments not to exceed three such extensions. The First Selectman, with the approval of the Board of Selectman, may appoint a temporary deputy Town Manager to assist with the execution of the duties of the Town Manager to coincide with the period the First Selectman is performing the duties of Town Manager. The First Selectman's exercise of authority as Town Manager shall cease once a Town Manager or interim Town Manager is appointed and assumes office by the Board of Selectman, any absence or disability ceases, or the time period expires, whichever occurs first. In the event that a Town Manager is not selected within 360 days, the Board of Selectman shall appoint an interim Town Manager. The provisions of Section 3-12 or other contrary sections of this Charter notwithstanding, the Board of Selectman may provide for compensation to the First Selectman during the period when serving at Town Manager.

The Board of Selectmen may appoint an interim Town Manager for a period not to exceed one year during the removal, death, absence, disability or resignation of the Town Manager. The compensation for the interim Town Manager shall be determined by the Board of Selectmen. The provisions of Section 3-12 of this Charter notwithstanding, the interim Town Manager may be a Town official or a former official whose last day in office was less than one year ago. A Town official shall resign or take a leave of absence from any Town office held before appointment as interim Town Manager.

CHAPTER 8 ADMINISTRATIVE AGENCIES

Section 8-1

ADMINISTRATIVE AGENCIES. Except as otherwise provided in this Charter, the Town Manager shall be directly responsible to the Board of Selectmen for the administration of finance, public works, welfare, health, public safety, and such other offices and agencies as the Board of Selectmen may direct.

Boards, commissions and officers appointed by the Board of Selectmen shall have the powers and duties prescribed by the gGeneral sStatutes and by ordinance of the Board of Selectmen.

Section 8-2

POLICE DEPARTMENT. (a) The police department shall be responsible for the preservation of the public peace, prevention of crime, apprehension of criminals, regulation of traffic, protection of rights of persons and property and enforcement of laws of the state and the ordinances of the Town and all rules and regulations made in accordance therewith. All members of the department shall have the same powers and duties with respect to the service of criminal process and enforcement of criminal laws as are vested in police officers by the gGeneral sStatutes as amended.

(b) Chief of Police: Appointments, Powers and Duties. With the approval of the Board of Selectmen, the Town Manager shall appoint and may remove, subject to the provisions of section 7-278 of the gGeneral sStatutes, a Town chief of police who shall hire and may remove, subject to such rules and regulations as may be adopted pursuant to the merit system provisions of Chapter 9 of this Charter, all other officers and employees of the department. The chief of police shall hire and may remove an animal control officer. The chief of police shall assign all members of the department, including an animal control officer, to their respective posts, shifts, details and duties. He shall make rules and regulations concerning operation of the department and the conduct of all officers and employees thereof. He shall be responsible for the efficiency, discipline and good conduct of the department and for the care and custody of all property used by the department. Disobedience to the lawful orders, rules and regulations of the chief shall be grounds for dismissal or for other appropriate disciplinary action. The chief of police shall have the power to suspend any member of the department for cause but such suspension shall not continue for more than twenty four hours unless within that time he shall notify the Town Manager in writing of such action, the grounds of such suspension, and the names of witnesses to sustain such charges. Unless otherwise provided by ordinance of the Board of Selectmen, the determination as to the continuance of the suspension shall be made by the Town Manager.

CHAPTER 9

MERIT SYSTEM

Section 9-1

MERIT SYSTEM ESTABLISHED. All officers and employees in the classified service of the Town as described in Section 9-2 shall be hired on the basis of merit and in conformity with recognized principles of public personnel administration.

Section 9-2

THE CLASSIFIED SERVICE. The classified service shall include all positions now or hereafter created except the following: elective officers and persons appointed to fill vacancies in elective offices; members of boards and commissions and other officers appointed by the Board of Selectmen; employees of the Board of Education; persons employed in a professional capacity to make or conduct temporary and special inquiry, study or investigation; and persons employed for a temporary period not exceeding three months. It shall be the duty of the Town Manager to cause to be prepared a statement of the duties and responsibilities of each position in the classified service and of the minimum qualifications for such positions. These statements shall comprise the classification plan of the Town, which shall become effective upon approval by resolution of the Board of Selectmen and which may be amended upon recommendation of the Town Manager, by resolution of the Board of Selectmen. New or additional positions in the classified service may be created and changes in the duties and responsibilities of existing positions may be made by resolution upon the recommendation of the Town Manager. The Town Manager shall also cause to have prepared a set of personnel rules which shall provide, among other things, for the method of holding competitive examinations, administration of the classification plan, probationary periods of employment, hours of work, vacations, sick leaves and other leaves of absence, removals, and such other rules as may be necessary to provide an adequate and systematic procedure for the handling of the personnel affairs of the Town.

Any person holding a classified service position shall thereafter be subject in all other respects to the provisions of this Charter.

Section 9-3

POLITICAL ACTIVITY. (a) No person employed in the classified civil service may (1) use his official authority or influence for the purpose of interfering with or affecting the result of an election or a nomination for office; (2) directly or indirectly coerce, attempt to coerce, command or advise a state or local officer or employee to pay, lend or contribute anything of value to a party, committee, organization, agency or person for political purposes.

(b) A person employed in said classified service retains the right to vote as he chooses and to express his opinions on political subjects and candidates and shall be

free to participate in political management and campaigns. Such activity may include, but shall not be limited to, membership and holding of office in a political party, organization or club, campaigning for a candidate in a partisan election by making speeches, writing on behalf of the candidate or soliciting votes in support of or in opposition to a candidate and making contributions of time and money to political parties, committees or other agencies engaged in political action, except that no classified employee shall engage in such activity while on duty or within any period of time during which such employee is expected to perform services for which he receives compensation from the Town, and no such employee shall utilize Town funds, supplies, vehicles or facilities to secure support for or oppose any candidate, party, or issue in a political partisan election.

Section 9-4

RETIREMENT OF TOWN EMPLOYEES. The Board of Selectmen may provide by ordinance a system of retirement allowances for the Town's regular full-time paid employees and for contribution by employees and the Town to a fund from which such allowances shall be paid, and the Board of Selectmen may authorize the transfer of the management and investment of the Town's pension funds to any fiduciary institution chartered or licensed to operate in the State of Connecticut. The Town may enter into a contract with any insurance company authorized to do business in this state for the purpose of insuring the whole or any part of its retirement plan, may elect to participate in the Connecticut Municipal Employees' Retirement Fund, or elect to participate in the old-age and survivors insurance system under Title II of the Social Security Act, in accordance with the provisions of part II of chapter 113 of the gGeneral ~~s~~Statutes as amended, or may elect any combination thereof. The Board of Selectmen may by ordinance provide for employee retirement.

CHAPTER 10

FINANCE AND TAXATION

Section 10-1

PRELIMINARY BUDGET ESTIMATES. It shall be the duty of the Town Manager to compile preliminary estimates for the annual budget. The head of each office or agency of the Town supported wholly or in part from Town funds, or for which a specific Town appropriation is made, except the Board of Education, shall, on or before March 10th, file with the Town Manager on forms provided by him a detailed estimate of the expenditures to be made by his office or agency and the revenue, other than tax revenues, to be collected thereby in the ensuing fiscal year. Such estimates shall be accompanied by a statement setting forth, in narrative or such other form as the Town Manager may prescribe, a program or programs showing services, activities and work accomplished during the current year and to be accomplished during the ensuing year. The fiscal year shall be the twelve-month period commencing on July 1st.

Section 10-2

DUTIES OF THE TOWN MANAGER ON BUDGET. On or before the third Monday in March the Town Manager shall present to the Board of Selectmen a budget consisting of:

- (a) A statement outlining the important features of the proposed budget plan;
- (b) Estimates of revenue, presenting in parallel columns the itemized receipts collected in the last completed fiscal year, the receipts collected during the current fiscal year to the time of preparing the estimates, the receipts estimated to be collected during the current fiscal year, and estimates of the receipts, other than from the property tax, to be collected in the ensuing fiscal year;
- (c) Itemized expenditures for each office or agency for the last fiscal year and actual expenditures for the current fiscal year to the time of preparing the estimates, total expenditures as estimated for the current fiscal year, the requests of the several offices and agencies for the ensuing fiscal year and the Town Manager's recommendations for the ensuing fiscal year for all items. The Town Manager shall present reasons for all of his recommendations;
- (d) As a part of the annual budget or as a separate report attached thereto, the Town Manager shall present a program concerning proposed Town capital improvement projects (municipal and school) for the ensuing fiscal year and for the four fiscal years thereafter. The Town Manager shall recommend to the Board of Selectmen those projects to be undertaken during the ensuing fiscal years and a method of financing the same. The proposed municipal and school capital projects shall be analyzed jointly by the Board of Selectmen, Board of Finance, Board of Education or representatives thereof and other appropriate officials to evaluate for timing and budget impact of the proposed projects.

Section 10-3

DUTIES OF THE BOARD OF SELECTMEN ON BUDGET. On or before the first Monday in April, the Board of Selectmen shall present to the Board of Finance the completed budget as prepared by the Town Manager and such alternatives or changes, as it deems necessary.

Section 10-4

DUTIES OF THE BOARD OF EDUCATION ON BUDGET. On or before the first Monday in April, the Board of Education shall submit to the Board of Finance its estimates of receipts and expenditures for the coming fiscal year. Such estimates shall be in the form prescribed by the state board of education, plus such amplification as may be required by the Board of Finance.

Section 10-5

ANNUAL BUDGET PROCESS. (a) ALL APPROPRIATIONS. All appropriations, except for self funded accounts which do not involve Town funding, shall be approved by the Board of Finance through the procedures set forth in Sections 10-5 and 10-6 of this Charter, and all accounts shall be audited annually in accordance with generally accepted accounting principles.

(b) HEARING - ANNUAL TOWN BUDGET. The Board of Finance shall hold a public hearing on a Monday not earlier than on the second Monday in April and no later than the first Monday in May, and if it deems necessary, may continue the hearing, on the next succeeding day. At the public hearing ~~at which~~ any elector or non-elector property taxpayer of the Town may have an opportunity to be heard regarding the budget proposed for the ensuing fiscal year. Following the receipt of the estimates from the Board of Selectmen and the Board of Education and prior to the public hearing or hearings required by this section, the Board of Finance may make such revisions in the budget estimates as it deems desirable. Following the public hearing or hearings, the Board of Finance may again make such revisions in the budget estimates, as it deems desirable and shall recommend such revised budget to the Town to be voted on in accordance with Section (c) of this Section 10-5. Copies of the proposed annual budget shall be made available for general distribution in the office of the Town Manager, the Granby Public Library, the ~~Cossitt Library~~ and the Police Department and other locations and media as deemed appropriate by the Board of Selectmen by Thursday noon prior to the public hearing or hearings. Copies of any revisions in the budget recommended by the Board of Finance following the public hearing, together with copies of the original proposed annual budget, shall likewise be available for general distribution at the same locations and other locations and media as deemed appropriate by the Board of Selectmen by Thursday noon prior to the third Monday in April. The public hearing shall be noticed as required by the General Statutes.

(c) MACHINE VOTE. A machine vote shall be held on the proposed annual Town budget on a Monday 14 (fourteen) days after the public hearing provided for in Section 10-5 (b) on the fourth Monday in April. Absentee ballots for the machine vote shall be available at the office of the Town Clerk. The budget shall be adopted if approved by a majority of those electors of the Town or non-elector property taxpayers of the Town voting. If the machine vote fails to adopt the budget a hearing shall be held on the succeeding Monday for informational purposes with a machine vote the following Monday, and the process shall continue in like manner until a budget is adopted. If the hearing or machine vote is continued to the last Monday in May and such Monday is a holiday, said hearing or machine vote shall be held the next day.

(d) BOARD OF FINANCE ACTION. During the period between machine votes, the Board of Finance may revise the proposed budget to be submitted for the next machine vote. Summaries of the revised proposed budget shall be available before the next machine vote.

If the budget is not adopted by June 15th, the Board of Finance shall appropriate sufficient funds pending the adoption of the budget to meet continuing salary schedules and contractual obligations, at budget levels and obligations then in effect and may authorize borrowing, which may be necessary to fund the appropriation.

(e) BUDGET FORMAT AND PROCEDURE. The budget adopted by machine vote need not include all items of expense as required in the budget document by Section 10-2. An official copy of the budget resolution as finally adopted shall be filed by the Board of Finance with the Town Clerk within one week following adoption. Within ten days after adoption of the budget resolution the Board of Finance shall fix the tax rate in mills, which shall be levied on the taxable property in the Town for the ensuing fiscal year.

(f) CAPITAL FUND AND APPROPRIATIONS. If recommended by the Board of Selectmen and incorporated as a part of the proposed budget of the Board of Selectmen, the Board of Finance, in accordance with the provisions of chapter 108 of the gGeneral sStatutes as amended, may levy annually a tax not to exceed two mills as provided in said chapter 108 for a capital and non-recurring expenditure fund. Upon recommendation by the Board of Selectmen, the Board of Finance shall have the power to transfer from time to time to this fund any portion of the general fund cash surplus not otherwise appropriated or encumbered.

Appropriations for construction or other permanent improvements, from whatever source derived, shall not lapse until the purpose for which the appropriation was made shall have been accomplished or abandoned as stated by resolution by the Board of Selectmen, provided that any such project shall be deemed to have been abandoned if three fiscal years shall elapse without any addition to, or expenditure from, or encumbrance of the appropriation therefore.

Section 10-6

EXPENDITURES AND ACCOUNTING. (a) No purchase shall be made by the Town other than the Board of Education, except through the Town Manager and such purchases shall be made under such rules and regulations as may be established by ordinance by the Board of Selectmen.

(b) No voucher, claim or charge against the Town other than the Board of Education shall be paid until the same has been audited by the Town Manager and approved by him as being correct and proper. Checks shall be drawn on the Town by the Town Manager for the payment of approved claims, which shall be valid only when countersigned by the treasurer. In the absence or inability to act of either the Town Manager or the treasurer with respect to the above duty, the First Selectman is authorized to substitute temporarily for either but not both of them.

(c) Any person receiving or holding funds of the Town shall pay same over to the Town treasurer in the time and manner prescribed by the Town Manager.

(d) No person shall involve the town in any obligation to spend money for any purpose in excess of the amount appropriated.

(e) Subject to the provisions of Section 11-3(a), additional appropriations over and above the total budget may be approved from time to time by the Board of Finance by resolution, upon recommendation of the Board of Selectmen, for items other than

Board of Education requests. In the case of requests of the Board of Education, the Board of Selectmen shall have the right to comment prior to action by the Board of Finance. Certification from the Town Manager that there is available an unappropriated and unencumbered general cash surplus to meet such appropriations shall be required before approval by the Board of Finance. The sum of all appropriations made under this subsection during the same fiscal year shall not exceed one and one-half percent of the current tax levy. In calculating the sum of all such additional appropriations during the same fiscal year, appropriations of the following legally committed amounts shall exclude: insurance reimbursements; gifts and bequests to the Town for a designated purpose; state, federal or private grants or state or federal reimbursements, requiring no obligation for additional or future expenditure by the Town.

(f) Notwithstanding the foregoing and the provisions of Chapter 11, upon a declaration of an emergency by the Town Manager and upon a resolution adopted by a two-thirds vote of the Board of Selectmen that an emergency situation confronts the Town where prompt action is necessary to avoid serious harm to the Town or its property or its inhabitants, the Board of Finance, by a two-thirds vote, may make an emergency appropriation of up to three (3) percent of the current tax levy without the necessity of a Town meeting. Certification from the Town Manager that there is available an unappropriated and unencumbered general cash surplus to meet such an appropriation shall be required before approval by the Board of Finance.

(g) Upon request transmitted by the Town Manager and approved by the Board of Selectmen, the Board of Finance by resolution, may transfer any unexpended and unencumbered appropriation, balance or portion thereof from one department, office or agency of the Town, except the Board of Education, to another. No transfer shall be made from any appropriation for debt service and other statutory charges.

(h) Except for appropriations for capital improvements subject to the provisions of Section 10-5 of this chapter, all appropriations shall lapse at the end of the fiscal year to the extent that they shall not have been expended or encumbered.

(i) Every payment made in violation of the provisions of this Charter shall be deemed illegal and every official authorizing or making such payment or any part thereof resulting in loss to the Town shall be jointly and severally liable to the Town for the full amount so paid or received. If any appointive officer or employee of the Town shall knowingly incur any obligation or shall authorize or make any expenditure in violation of this Charter or take any part therein, such action shall be cause for his removal.

Section 10-7

BORROWING. The Town shall have the power to incur indebtedness by issuing its bonds or notes as provided by the gGeneral sStatutes.

CHAPTER 11

THE TOWN MEETINGS

Section 11-1

SPECIAL TOWN MEETINGS. Special Town meetings shall be called by the Board of Selectmen only as provided by the terms of this Charter and in the manner provided by the gGeneral sStatutes.

Section 11-2

PROCEDURE. All Town meetings shall be called to order and conducted by the Town Moderator and all business conducted in the manner provided by the gGeneral sStatutes, except as otherwise provided in this Charter. In the absence of the elected Town Moderator, the Town meeting shall be called to order and conducted by the First Selectman or his representative. The Town Clerk shall serve as clerk of all Town meetings but in the Town Clerk's absence a Town staff employee may be designated by the meeting moderator to fulfill the Town Clerk's responsibilities at the meeting.

Section 11-3

WHEN A TOWN MEETING IS REQUIRED. (a) A Town meeting must be held for: (1) any resolution, except for an emergency appropriation provided for by Section 10-6(f), making an appropriation in excess of the amounts specified in Section 10-6(e) but less than 3 percent of the Grand Levy for any purpose; (2) any resolution authorizing the issuance of bonds or notes or other borrowing of less than 3 percent of the Grand Levy; (3) any sale of real estate in fee simple of the Town used or reserved for Town purposes; and (4) any purchase of real estate in fee simple over the cost of \$100,000. The action as to items (1) through (4) shall become effective only after it has been approved by the Board of Finance and adopted at a Town meeting by the affirmative vote of a majority of those voting at such meeting.

(b) The Board of Selectmen may at its discretion require any proposal it deems of sufficient importance to be submitted to those entitled to vote by law at a Town meeting called for such purpose and such proposal shall become effective only after it has been approved by a majority of those voting at such meeting.

(c) After approval by the Board of Finance, any resolution appropriating 3 percent of the Grand Levy or more, with the exception of the annual budget, and any resolution authorizing the issuance of bonds or notes of 3 percent of the Grand Levy or more shall be placed on the call of a Town meeting; and after completion of other business and after reasonable discussion on such resolution, the moderator of said meeting shall recess the meeting, and such resolution shall become effective only after it has been submitted to the persons qualified to vote in such meeting on the seventh day thereafter for a "yes" or "no" vote between the hours established for referenda in accordance with the gGeneral sStatutes as amended. The form of voting may be by voting machine or paper ballot at the discretion of the Board of Selectmen. The voting machine ballot

labels shall be approved by the Town Clerk. Such ordinance or resolution shall, if approved by a majority voting thereon, become effective without adoption at a Town Meeting.

Section 11-4

ACTIONS BY A TOWN MEETING. The Town meeting shall not act upon any proposal for the sale or purchase of real estate or the issuance of bonds or other borrowing, except upon the recommendation of the Board of Selectmen, nor act upon any appropriation which has not been acted upon by the Board of Selectmen unless the same shall have been before the Board of Selectmen for sixty (60) days without action.

CHAPTER 12

TRANSITION AND MISCELLANEOUS PROVISIONS

Section 12-1

REMOVALS. (a) Except as otherwise provided in this Charter and as provided by the provisions of section 7-278 of the gGeneral sStatutes as amended, any appointive officer or employee or appointive member of a board or commission may be removed by the authority which appointed him, provided he shall first be given notice in writing of his removal. Said officer, employee or board or commission member shall, upon written request to the appointing authority within ten days from the date of receipt of this removal notice, be immediately given notice in writing of the specific grounds of removal. Thereafter, if requested either in the request for specific grounds or in a subsequent written request submitted to the appointing authority within five days from the receipt of such specific grounds said officer, employee or board member shall be given written notice from the appointing authority setting forth the time and place of an opportunity to be heard in his own defense, personally and/or by counsel, at a public hearing before the appointing authority, to be held not less than five nor more than twenty days after receipt of such request for hearing. With the exception of the initial notice of removal, the Board of Selectmen shall act for and in the place of the Town Manager, the chief of police, or any other appointing authority as to each and every request, notice and hearing provided for hereunder.

No employee of the Board of Education, below the rank of superintendent or supervising agent, who holds a regular certificate of qualification issued by the state board of education shall be removed except in accordance with the gGeneral sStatutes of Connecticut.

Section 12-2

EXISTING LAWS AND ORDINANCES. All ordinances and bylaws of the Town shall continue in all force and effect, except as they are inconsistent with the provisions of this Charter. All special acts or parts of special acts relating to the Town are repealed with the exception of those not inconsistent with provisions of this Charter.

Section 12-3

OFFICIALS' BONDS. Authority is given for the purchase of a blanket bond conditioned upon honesty and/or faithful performance of official duties of those officials required by the Board of Selectmen to post a surety company bond. Premiums for any officials' bonds shall be paid by the Town.

Section 12-4

AMENDMENT OF THIS CHARTER. This Charter may be amended in the manner prescribed by the gGeneral sStatutes. The Board of Selectmen shall review the provisions of this Charter from time to time as it deems such review to be in the best interest of the Town, said review to be published as part of the annual Town report. The Board of Selectmen shall appoint a commission not later than ten years from the effective date of this Charter to review, and propose amendment to or revision of this Charter in the manner prescribed by the gGeneral sStatutes.

Section 12-5

SAVING CLAUSE. If any section of this Charter shall be held invalid by a court of competent jurisdiction, such invalidation shall not affect the remainder of this Charter nor the context in which such section so held invalid may appear, except to the extent that an entire section or part of section may be inseparably connected in meaning and effect with the section or part of section to which such invalidation shall directly apply.

Section 12-6

This amended Charter shall become effective immediately upon ratification by the electors of the Town on November 6, 7 201223 in the manner prescribed by section 7- 191 of the gGeneral sStatutes.

Scott Nolan

From: Scott Nolan
Sent: Tuesday, January 24, 2023 2:29 PM
To: Maureen Eberly
Cc: Erica Robertson
Subject: RE: Additional information for the Town Charter Revision Committee-Ethics

Good Afternoon, Maureen,

Thank you for passing along the feedback below. I will share it with the Charter Commissioners. Please be sure to send all relevant Charter feedback to Charter@Granby-ct.gov so it can be collected efficiently.

Please let me know if you have any questions,

-Scott

Scott A. Nolan
Office of the Town Clerk
15 North Granby Road
Granby, CT 06035

t (860) 844-5308
e Snolan@Granby-ct.gov
w www.Granby-ct.gov

TOWN OF GRANBY

Office Hours:

Monday - Wednesday 8:00 am - 4:00 pm

Thursday 8:00 am - 6:00 pm || Friday 8:00 am - 12:30 pm

From: Maureen Eberly <jeberly885@aol.com>
Sent: Tuesday, January 24, 2023 2:14 PM
To: Scott Nolan <SNolan@granby-ct.gov>
Cc: Erica Robertson <townmanager@granby-ct.gov>
Subject: Additional information for the Town Charter Revision Committee-Ethics

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.
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Scott,

Thank you for facilitating my most recent correspondence to the Charter Revision Committee.

Additionally, I'd appreciate you also adding this to the previously submitted documents we discussed this morning.

To the Members of the Charter Revision Committee

As an addendum please see below for information provided by Melissa Jalbert, Assistant to Rep Mark Anderson regarding the number of towns in CT who currently have an Ethics provision. Thank you for your time and consideration. Maureen Eberly

To jeberly885@aol.com jeberly885@aol.com

Good morning Maureen,

Thank you for reaching out to Representative Anderson. We have contacted our Legal/Research department to look into your question. Please see below for more information:

"Short answer – we've gone from 129 to 140 towns that have an ethics policy, but that was as of 2019 (the last time CCM reviewed this). 93 of such towns also have some sort of ethics board or commission.

Here's what we got back from OLR:

So based on information from CCM, the best estimate we have right now is that approximately 140 municipalities have an ethics code or policy, but there are some caveats to that:

- CCM's 2019 survey was the last time the organization looked at this subject in-depth; the survey found that 136 municipalities have an ethics code or policy
- The survey noted two other municipalities that were in the process of adopting a code or policy at that time; they subsequently did adopt one, bringing the total to 138 (which was referenced in the 2021 floor debate)
- Based on some searching today, we identified two additional municipalities that appear to have adopted an ethics code or policy, bringing the total to 140
- CCM did not have current information on hand; I think they were going to see if they could get updated information from the remaining towns but would need longer than today to do so

In terms of a board or commission, according to the 2019 CCM survey, 91 municipalities (roughly two-thirds of those with a code or policy at that time) had a board or commission. It appears that at least two of the four municipalities that adopted a code or policy since the survey also have a board or commission, which would bring that total to 93."

Melissa Jalbert