

CITY OF STAMFORD 18TH CHARTER REVISION COMMISSION

Members
VALERIE COOPER
ROSANNE MCMANUS
SUSAN NABEL

Members
ROBERT ROBINS
GEORGE SESSA
DONALD B. SHERER
DUDLEY WILLIAMS.

Susan Nabel, Co-Chair
Donald B. Sherer, Co-Chair
Rosanne McManus, Clerk

MINUTES OF THE ORGANIZATIONAL MEETING

Monday, March 11, 2013

8:00 p.m. – Republican Caucus Room

4th Floor, Government Center

888 Washington Boulevard, Stamford, CT 06904-2152

The Organizational Meeting of the Charter Commission took place as indicated above. Present were Commission Members Cooper, McManus, Nabel, Robins, Sessa, Sherer and Williams (by phone). Also present were Randall M. Skigen, President of the Board of Representatives; Annie M. Summerville, Clerk of the Board of Representatives and Co-Chair of the Charter Committee; Co-chair Mary Fedeli; and Charter Committee Members Gloria DePina, Arthur Layton and Mary Savage.

1. President of the BOR Randall M. Skigen, taking the position of Temporary Chair, called the meeting to order at 8:00 p.m.
2. Mr. Skigen administered the oath of office to the members of the Charter Commission.
3. Clerk of the Board of Representatives, Annie M. Summerville, taking the position of Temporary Clerk, called the roll, confirming that there were 7 members present, including one member, Mr. Williams, by telephone.
4. Election of Permanent Chair. Mr. Skigen asked for nominations for Chair of the Commission. He stated that there also could be co-chairs and a vice chair, and this was up to the commission to decide. Mr. Robins nominated Donald Sherer as Chair. Members discussed the pros and cons of a chair vs. co-chairs, and upon motion duly made by Ms. McManus, the Commission Members unanimously opted to have co-chairs. Mr. Sessa nominated Susan Nabel as Chair. Upon motions duly made and seconded, Ms. Susan Nabel and Mr. Donald Sherer were elected co-chairs of the 18th Charter Review Commission. Members discussed whether or not a vice chair and determined there was no need.
5. Election of Permanent Clerk. Clerk Summerville stated that while Board of Representatives staff was available for the last Charter Commission, and will try to be available for meetings, the Commission should have some assistance for minutes in case Board staff is not readily available. Mr. Sherer, assuming the co-chair position, called for nominations for a Clerk. Upon motion duly made and seconded, Ms. Rosanne McManus was elected clerk of the 18th Charter Review Commission.

PERMANENT CHAIR PRESIDES OVER MEETING

6. Distribution & Discussion of BOR resolutions
 - a. Ms. Fedeli noted that three resolutions had been distributed to members. The first resolution created the 18th Charter Commission, the second resolution named members of the Commission; and the third resolution outlined the charge. These three resolutions were approved at the 3/4/13 Board of Representatives meeting.
 - b. Ms. Fedeli explained that there was one item on the charge to the commission, changing the membership of the Board of Ethics. In response to questions from Commission members, Ms. Summerville explained that the charge had been amended by the full Board of Representatives to remove the proposed charge regarding membership on the WPCA Board. The Commission members discussed their discretion to take up items not included in the charge.

7. Administrative and Procedural Remarks
 - a. Timeline Review. -- Ms. Fedeli reviewed the timeline for the Commission's work, in order to meet the April 30, 2013 deadline and place any proposed changes on the November, 2013 ballot.
 - b. Budget Review. -- Mr. Sherer stated that the budget for this Charter revision process would be minimal.
 - c. Possible committees. -- Commission members discussed whether committees are necessary given the limited charge and decided to work as a committee of the whole.
 - d. Legal counsel discussion. – Commission members discussed whether or not legal counsel would be necessary and decided to leave this open until the Commission decides what issues are on the charge after the public hearing.
 - e. Scheduling of first public hearing. – The Commission decided to hold the first public hearing on Wednesday March 20, 2013 at 7:00 p.m. in the Legislative Chambers.
 - f. Future Meeting dates/times. – The Commission will meet on Wednesday evenings on a weekly basis, with the first meeting being at 7:30 on March 20, 2013.

8. FOI requirements/video-taping – Mr. Sherer stated that most of them know the FOI requirements, having been on the last commission. He stated that the key principles are: be transparent and open, record all meetings, hold no private meetings regarding substantive items. He noted that all meetings are taped on video, and that members may be present by phone.

9. Next Meeting: The next meeting of the 18th Charter Revision Commission will be Wednesday March 20th at 7:30 p.m.

The meeting was adjourned at 8:25 p.m.

Submitted by,

Susan Nabel, Co-Chair

Donald B. Sherer, Co-Chair

This meeting is available on [video](#)