

Minutes
Charter Revision Commission
Monday May 21, 2012
Town Hall, Flaherty Room

Members Present: Frank Loda, Robert Koskelowski Sr., Mark Thompson, Jon Szuch, Gary Freeman, Melanie Kalako, Jack Liedke, Tom Schutte, Christopher Falcioni
Others Present: Sean Walsh, Jean Loda, James Simpson, and Paul Satkowski

Item 1: Call To Order

The meeting was called to order at 7:02 pm.

Item 2: Pledge of Allegiance

Everyone stood to salute the Flag and recited the Pledge of Allegiance.

Item 3: Public Comment

Sean Walsh-Submitted correspondence for Section 10.13-Board of Public Works and Section 10.10 -Parks Commission and he discussed ways for improving the responsibility of the Department of Public Works. He also provided an explanation for who is accountable for the care of the parks, fields, and other town owned land.

James Simpson- Submitted correspondence for the Board of Police Commission relating to Section 8A.1 and indicated the Board had voted in favor of the proposed change to the Charter.

Item 4: Acceptance of Minutes from May 7, 2012

Motion to Accept: Mr. Szuch, Second: Ms. Kalako
Vote: Yes-8, No-0, Abstain-1 (Mr.Loda)

Item 5: Old Business

Mr. Loda made a motion to add to the agenda that evening a discussion of scheduling future meetings for the Charter Revision Commission stating it could be designated as item 10. A. Ms. Kalako seconded the motion.

Vote: Yes-8, No-0, Abstain-1 (Mr. Koskelowski)

Item 6: New Business

None presented.

Item 7: Police Department/ Board of Police Commissioners

The Charter Revision Commission discussed the proposed language submitted by the Board of Police Commissioners.

Mr. Koskelowski made a motion to accept the changes proposed by the Board of Police. Mr. Szuch seconded the motion. After discussion, Mr. Koskelowski withdrew his motion and Mr. Szuch withdrew his second to the motion. Mr. Koskelowski then made a motion the Board of Police Commissioners shall fill the position of Chief from the most qualified *candidate* (instead of *personnel*) holding the rank of Captain or higher. Mr. Szuch seconded the motion.

Vote: 9-Yes, No-0, Abstain-0

Ms. Kalako made a motion the positions of Chief, Captain, and Lieutenant *must, not should* as originally proposed by the Board of Police Commissioners, hold a minimum of a Bachelor Degree in Criminal Justice or a related field; with advanced education or training desirable. The outside authority used to screen individuals for the positions *shall submit a minimum of three (3) but not to exceed ten (10) names of top candidates* to the Board of Police Commissioners who shall fill said position by appointment of the individual they deem most qualified. Mr. Szuch seconded the motion.

Vote: 8-Yes, No-1, Abstain-0

Mr. Thompson made a motion to remove the prohibition from going outside of the Department if three or more qualified candidates apply for the position of Lieutenant by striking the second and third paragraph in the second column on page 13 of the Charter. Ms. Kalako seconded the motion.

Vote: Yes-7, No-2, Abstain-0

Proposed Changes to Section 8A.1.

Section 8A.1. - Composition and general powers and duties.

The Board of Police Commissioners shall consist of five (5) members who shall be elected for a term of four (4) years. Three (3) members will be elected in the 1995 Town Election and two (2) members will be administrative appointments of the First Selectman for two (2) years and will then run for the full four (4) year term in the 1997 Election at which time the election of members will be staggered.

The Board of Police Commissioners shall be responsible for the general management and supervision of the Police Department and for purchasing and maintenance of all Department property and equipment. The Board shall be the policy making unit and shall establish operational directives to be executed by the Chief of Police. It shall have the duties and powers as are conferred or imposed under the provisions of this Charter and the Connecticut General Statutes. It shall make the rules and regulation governing the department and all personnel, and shall fix the compensation of all officers, supervisors and employees, within the limitations and appropriations provided, subject to labor negotiations where required and to the approval of the Board of Finance. All drug seizure expenditures shall be approved by the Board of Police Commissioners.

Except if otherwise provided, the Board shall appoint all officers and other personnel in positions and grades established by the Board, giving consideration to the police experience, health and general qualifications of the candidates. The board may devise,

order, administer or otherwise submit to all candidates written and oral tests to be considered with other criterion. They may also utilize outside testing procedures to help determine the most qualified candidate for filling a vacancy.

The Board of Police Commissioners shall fill the position of Chief from the most qualified candidate ~~personnel~~ holding the rank of Captain or higher. Personnel from the Seymour Police Department and from Police Departments other than Seymour shall be eligible for appointment to the position of Chief. The current Chief will not be required to sign a contract. The successors to the current Chief shall be required to sign a three (3) year contract which will detail the terms of employment. No successor Chief will be allowed to assume the position until he has signed such contract. Before assuming the office of Chief a potential appointee shall be subject to oral testing and evaluation by a competent, independent, outside authority appointed by the Board of Police Commissioners, pass a medical examination and hold a minimum of a Bachelor Degree in Criminal Justice ~~an Associate Degree in Police Science or a Bachelor Degree in~~ or a related field, and have ten (10) years service as a full time Police Officer and five (5) years experience in the rank of Sergeant or equivalent or higher. Advanced education or training is desirable. The outside authority shall submit a minimum of three (3) but not to exceed ten (10) ~~the names of the top three (3)~~ candidates to the Board of Police Commissioners who shall fill said position by appointment of the individual they deem most qualified.

The Board of Police Commissioners shall fill the position of Captain from the most qualified candidate ~~personnel~~ holding the rank of Lieutenant or higher. Personnel from the Seymour Police Department and from Police Departments other than Seymour shall be eligible for appointment to the position of Captain if they satisfy the requirements imposed by this section. Before assuming the office of Captain, a potential appointee shall be subject to oral testing and evaluation by a competent, independent, outside authority appointed by the Board of Police Commissioners, pass a medical examination, and hold a minimum of a Bachelor Degree in Criminal Justice ~~n Associates Degree in Police Science or a Bachelors Degree in~~ or a related field, and have ten (10) years service as a full time Police Officer and five (5) years experience in the rank of Sergeant or equivalent or higher. Advanced education or training is desirable. The outside authority shall submit a minimum of three (3) but not to exceed ten (10) ~~the names of the top three (3)~~ candidates to the Board of Police Commissioners who shall fill said position by appointment of the individual they deem most qualified.

The Board of Police Commissioners shall fill the position of Lieutenant from the most qualified candidate ~~personnel~~ holding the rank of Sergeant or Detective Sergeant. Personnel from the Seymour Police Department and from police departments other than Seymour shall be eligible for appointment to the position of Lieutenant if they satisfy the requirements imposed by this section. Before assuming the office of Lieutenant, a potential appointee shall be subject to oral testing and evaluation by a competent, independent, outside authority appointed by the Board of Police Commissioners, pass a medical examination, and hold a minimum of a Bachelor Degree in Criminal Justice or a related field ~~n Associates degree or higher in Police Science~~ and have ten (10) years experience as a full time police officer and five (5) years experience in the rank of Sergeant or equivalent or higher. Advance education or training is desirable. The outside authority shall submit a minimum of three (3) but not to exceed ten (10) ~~names of the top three (3)~~ candidates to the Board of Police Commissioners who shall fill said position by appointment of the individual they deem most qualified.

~~If the total number of police personnel from the Seymour Police Department who have applied for the position of Lieutenant and who have satisfied all of the above requirements shall total three (3) or more the Commission may not solicit applications from Police Departments other than Seymour.~~

~~If however, the total number of said applications from the Seymour Police Department is less than three (3) then the Commission may solicit applications from Police Departments other than Seymour.~~

All Police personnel having more than five (5) years service as a full time Police Officer, having an Associates Degree in Police Science or higher or actively pursuing such a degree with a minimum of fifty percent (50%) of acceptable credits toward an Associates Degree will be eligible to take promotional examinations for higher rank.

The Board or its designee shall also have jurisdiction over the parking of vehicles upon all municipal streets and municipal parking lots within the Town, and may make regulations concerning the same and concerning vehicular traffic as far as shall not be inconsistent with the Connecticut General Statutes. The Police Commissioners shall have the responsibilities and authority of a parking authority as specified in the Connecticut General Statutes.

(Amend. of 11-6-90; Amend. of 11-8-94; Election of 11-2-04; Election of 11-7-06(1))

Mr. Koselowski made a motion to remove SUBPART B. SPECIAL ACTS, Sec. 17. Appointment of police personnel, if town counsel agrees it is permissible. Mr. Thompson seconded the motion.

Vote: Yes-9, No-0, Abstain-0

Mr. Thompson made a motion to amend Sec. 8A.1, page CHT13, column 2, paragraph five, starting with "The Board shall also have jurisdiction..." changing it to "The Board *or its designee* shall also have jurisdiction over the parking of vehicles upon all municipals streets and *municipal* parking lots within the Town, and may make regulations concerning the same and concerning vehicular traffic as far as shall not be inconsistent with the Connecticut General Statutes." Mr. Koskelowski seconded the motion.

Vote: Yes-9 No-0, Abstain-0

Item 8: Board of Public Works, Planning and Zoning Commission, Water Pollution Control Authority, and the Commission on Aging

Mr. Koskelowski made a motion to accept, with the following changes, the proposal dated May 21 submitted by the Board of Public Works: "The Board shall be the policy making unit and shall establish operational directives to be executed by the *managerial personnel within the Department*", The "Public Works Board shall have the responsibility to *submit and monitor* the five (5) year capital plan for upkeep and replacement of equipment used in the Public Works", and to eliminate the last sentence in the proposed document which read, "The Public Works Department shall be responsible for the care and maintenance of all Town parks and shall use part-time employees for park and playground maintenance to the fullest extent possible". Ms. Kalako seconded the motion. Before voting on the motion, the makers of the motion accepted a friendly amendment to revisit this Section after receiving additional input or inviting representatives from the Parks Commission, Board of Education, and Public Works to the next Charter Revision Commission meeting.

Vote: Yes-9, No-0, Abstain-0

Ms. Loda submitted a portion of the Charter from the Town of Oxford concerning its Aging Commission and Department of Senior Services. Ms. Loda agreed to solicit the consensus of the Seymour Committee on Aging and submit a proposal for consideration by the Charter Revision Commission.

Ms. Kalako made a motion to accept, in principle, the document she submitted for amending Section 10.11 Planning and Zoning Commission. The changes included making the Planning and Zoning Commission an elected body with staggered terms, and make it clear the Planning and Zoning Commission shall *hire*, not just *appoint*, a Zoning Enforcement Officer. Mr. Liedke seconded the motion.

Vote: Yes-9, No-0, Abstain-0

Section 10.14: Water Pollution Control Authority

No action- deferred to the next meeting.

Item 9: Annual Town Meeting and Budget Adoption Process

Mr. Koskelowski again expressed concern with the speed with which the Commission was moving through the Charter and he shared his frustration that time was running out to review the annual town meeting and budget adoption process. Mr. Thompson shared the concern and he suggested the work product created by the previous Charter Revision Commission could be a starting point for the current Commission.

Item10: Public Comments

Mr. Loda discussed the necessity of scheduling additional meetings in order to meet the required deadlines. Mr. Freeman agreed to research the deadlines for Charter Revision

The Commission agreed to have a special meeting on Wednesday, May 30, 2012.

Item 11: Adjournment

Mr. Thompson made a motion to adjourn the meeting. Mr. Schutte seconded the motion.

Vote-Yes-9, No-0, Abstain-0

Meeting Adjourned at 10:22pm.

Respectfully submitted,
Paul Thompson
Recording Secretary