

Charter Revision Report to the Board of Selectmen

Dated May 27th, 2020

Dear Board of Selectmen,

Please accept this as the official report from the Charter Revision Committee, as appointed on December 9, 2019, as the reviewed and approved set of recommendations for charter changes under Connecticut state statutes.

In the box below, you will find each of the sections the Board of Selectmen requested we review as well as any approved changes. Most changes were approved, with some having been amended as outlined.

| Section | Change Discussed | Rationale | Status |
|--|--|--|---|
| Table of Contents Section 8.6 (page 2) | Change title from "Director of Civil Preparedness" to "Director of Emergency Management". | Civil Preparedness is an obsolete title. | Approved |
| 3.4 (a) and 9.3 9(a) (pages 25 & 6) | Move the last sentence in 9.3 (a) that begins "The First Selectman shall set the Annual..." to the second sentence in section 3.4 (a) | This is better call out the duties of the First Selectman in setting up the Annual Budget vote | Approved |
| 6.3(j) (page 17) | Delete: "and input from the Long Range Capital Planning Committee" | This is the only mention of the LRCPC in the charter. We are evaluating our budget development process. | Approved |
| 8.14 (a) (page 23) | Reword: The Board of Selectmen shall be responsible for the hiring and termination of all Town employees. On a case by case basis, the Board of Selectmen may delegate these responsibilities to the First Selectman. The First Selectman shall be responsible for the review, evaluation and discipline of all Town employees. | The proposed wording streamlines handling routine personnel matters. It allows the BOS to delegate hiring and/or termination responsibilities to the First Selectman when they feel it is appropriate such as the recent hire of a part time transfer station attendant. | Approved, but removed "or designee after "First Selectmen" in last sentence |

| 8.14 (b) (page 23) | Reword: The Board of Selectmen shall establish wage rates, salaries, job descriptions and working hours for all Town employees, except when the terms and conditions of employment of a Town employee are governed by a collective bargaining agreement and the Town's obligations under applicable law. | The current wording is in violation of the Municipal Employees Relations Act (MERA). | Approved |
|-------------------------|---|--|--|
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| 9.4 (c)(1) (page 27) | Is using a percentage instead of a number compliant with state law? | There was an open question on this item. | Confirmed current language is compliant |
| 9.4 (c)(2) (page 27) | Delete the last sentence of the paragraph "Transfers within agencies of amounts exceeding \$1,000.00 shall require Board of Finance approval." | A number that is too low creates undue administrative work for the BOF | Approved change from \$1,000 to \$3,000. |

In addition, the question of the Town Manager form of government was considered. Based on several interviews with experts on the topic and with feedback from the public, we have come to the following conclusions:

- There is little public support for a major change in Haddam's form of government
- Town Manager forms of government tend to work better in larger towns than Haddam
- Switching to a Town Manager form of government needs to start with an advocacy group created separately from a Charter Revision Committee to educate the public, identify the pros and cons of switching and build public support

Based on all the above factors, the Charter Revision Committee recommends no changes to our form of government at this time.

Respectfully submitted,

Michael Battistoni, Chair