

**MINUTES  
TOWN OF GROTON  
CHARTER REVISION COMMISSION  
FEBRUARY 11, 2008  
TOWN HALL ANNEX – COMMUNITY ROOM 2**

1. Members Present: Frank "Mick" O'Beirne, Nancy Moffat, Richard Moravsik, Raymond Munn, Ed Stebbins, and John Wirzbicki  
Members Absent: Stan Dziurzynski, Robert Frink, Shirley Dunbar-Rose  
Also Present: Town Clerk Barbara Tarbox and Office Assistant Lori Watrous

The meeting was called to order at 7:04 p.m.

2. A motion was made by Moravsik, seconded by Wirzbicki to approve the minutes of January 28, 2008. The motion passed unanimously.
3. COMMUNICATIONS
  - a. Chairman  
Chairman O'Beirne stated that it will require an aggressive approach to meet the timetable for a referendum in November 2008. To this end, the Town Clerk has been requested to provide a listing of the areas of the Charter that are believed to be complete.
  - b. Secretary: No report.
  - c. Members:  
Commissioner Wirzbicki met with Town Manager Mark Oefinger and received comments for the **FINANCE** section.
4. CITIZEN COMMENTS  
None.
5. OLD BUSINESS  
As a result of the email from the Town Attorney dated January 28, 2008, the following changes will be implemented:
  - a. Sec. 4.7 – Wording regarding subpoena power will remain in the Charter.
  - b. Sec. 8.12 – The \$750K trigger point will not be changed.
  - c. Sec. 3.8 – By a unanimous decision, the words “or resolution” will be removed.
  - d. Sec. 8.5 – Commissioner Wirzbicki will rework the **FINANCE** section to incorporate the information from Michael Carey and Patrice Granatosky’s communications regarding RTM powers.

Members continued discussion of the **TOWN MANAGER** section as restructured by Commissioner Moravsik.

- a. Sec.   .1.4 – *Interim Town Manager*
  1. In the first sentence, after “to serve” add “at the pleasure of the Town Council”.
  2. Delete the last sentence, “The Interim Town Manager shall remain in that position until such time as a new Town Manager is chosen, or the Interim Town Manager is selected by the Town Council as Town Manager.”
- b. Sec.   .2 – *POWERS AND DUTIES*
  1. In the last sentence, after “emergency or disaster,” add “he may”.
  2. A vote was taken to remove the last sentence in red strikeout text, which was passed with 4 In Favor, 1 Opposed, 1 Abstain (Opposed – Munn, Abstain – Wirzbicki). This sentence currently reads: “The town council shall not diminish by ordinance, vote or otherwise the powers and duties of the town manager, except those powers and duties imposed on him by the town council under the provisions of this section.”

c. Sec. \_\_.3 – **BOARDS AND COMMISSIONS** – This section was completed previously.

Members reviewed the **DEPARTMENTS** section as restructured by Commissioner Moravsik.

- a. Commissioner Moravsik will construct new Sections 7.1 and 7.2, and forward to the Town Clerk for distribution. The newly developed sections will be discussed at the next meeting.
- b. Barbara Tarbox will obtain the name of the person who would sign checks in the absence of the Town Treasurer. This information will be relayed to the Commission for the next meeting.

A recess was taken from 8:17 to 8:30 p.m.

c. Sec. \_\_.1.3 (*new*) – **Library Services** - The library board does not operate in the same way that other departments do. Chairman O'Beirne proposed that Commissioner Moffat draft a section entitled "**Library Services**". This section will describe why the library department is unique.

The **OFFICERS AND ELECTIONS** (Sec. \_\_.7.3 *Conflict of Interest*) as restructured by Secretary Dunbar-Rose was not discussed due to her absence. This section will be revisited at the next meeting.

## 6. NEW BUSINESS

The **DEFINITIONS** section as restructured by Commissioner Dziurzynski was not discussed due to his absence. This section will be discussed at the next meeting.

Members received the **ANNUAL BUDGET PROCESS** section and supporting graphs as restructured by Chairman O'Beirne. This material will be discussed at the next meeting.

Members received the **REFERENDUM** section as restructured by Commissioner Moravsik. Commissioners were requested to review this section with the following in mind: Should we have a referendum? What questions should be asked? What would be the trigger point? This section will also be discussed at the next meeting.

Chairman O'Beirne indicated that at the next meeting, the commission will revisit **OFFICERS AND ELECTIONS** (Sec. \_\_.7.3 *Conflict of Interest*) and **DEPARTMENTS** (restructured Sec. \_\_.1 *Creation of departments*, Sec. \_\_.2 *Direction by Town Manager*, and a newly drafted Sec. \_\_.3 *Library services*). The meeting will continue with discussion of the **FINANCE**, **DEFINITIONS**, **ANNUAL BUDGET PROCESS**, and **REFERENDUM** sections of the Charter.

## 7. ADJOURNMENT

By consensus, the meeting adjourned at 9:15 p.m.

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Shirley Dunbar-Rose  
Secretary  
Approved February 25, 2008