

CITY OF STAMFORD 17TH CHARTER REVISION COMMISSION

Members

JOSH FEDELI

VINCENT J. FRECCIA, III

CLARENCE R. GREBEY III

JOANNA M. GWOZDZIOWSKI

MICHAEL C. JACHIMCZYK

BRIAN S. KRIFTCHER

DAVID LUCAS

Members

ROSANNE MCMANUS

SUSAN A. NABEL

GAIL S. OKUN

ROBERT S. ROBINS

RICH ROSEMAN

JAY H. SANDAK

DONALD B. SHERER

DUDLEY N. WILLIAMS, JR.

Jay H. Sandak, Co-Chair
Vincent J. Freccia, III, Co-Chair
Susan A. Nabel, Clerk

MINUTES OF THE ORGANIZATIONAL MEETING

Monday, October 24, 2011

7:00 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 Fedeli, Freccia, Gwozdzowski, Grebey, Jachimczyk, Kriftcher, Lucas, McManus, Nabel, Okun, Robins, Roseman, Sandak and Sherer. Absent was Commission Member Williams. Also present were Randall M. Skigen, President of the Board of Representatives; Annie M. Summerville, Clerk of the Board of Representatives, Charter Committee Co-chairs Fedeli and Mallozzi; and Charter Committee Member Mary Savage.

1. President of the BOR Randall M. Skigen, taking the position of Temporary Chair, called the meeting to order at 7:10 p.m.
2. Mr. Skigen administered the oath of office to the 14 members present.
3. Clerk of the BOR Annie M. Summerville, taking the position of Temporary Clerk, called the roll, confirming that there were 14 members present and one member, Mr. Williams, absent.
4. Election of Permanent Chair. Mr. Skigen asked for nominations for Chair of the Commission. Mr. Grebey nominated Jay Sandak as Chair. Mr. Sherer nominated Vincent Freccia as Chair.

Mr. Skigen stated that over the last 3 charter commissions, there has been a Chair, a Vice Chair and a Clerk. He stated that there also could be co-chairs, and this was up to the commission to decide. Members discussed the pros and cons of a chair and vice chair vs. co-chairs, and upon motion duly made by Ms. McManus and seconded, the Commission Members unanimously voted to have co-chairs. Upon motions duly made and seconded, Mr. Vincent Freccia and Mr. Jay Sandak were elected co-chairs of the 17th Charter Review Commission.

5. Election of Permanent Clerk. Mr. Sandak, as newly-elected co-chair, called for nominations for a Clerk. President Skigen noted that most of the work of the clerk, preparing agendas and minutes, etc., would be handled by the

Board of Representatives office. Ms. Summerville added that the role of Clerk could become very involved, the Board Office would not always be available to write memos or handle administrative functions, and that for past Charter Commissions, the Clerk was very active.

Mr. Fedeli nominated Susan Nabel as Clerk, seconded by Ms. Gwozdzowski. Mr. Freccia nominated Rosanne McManus as Clerk, seconded by Mr. Jachimczyk. By a vote of 9-5, Ms. Nabel was elected Clerk of the 17th Charter Review Commission (Members Fedeli, Grebey, Gwozdzowski, Robins, Nabel, Okun, Kriftcher, Sandak and Sherer in favor of Ms. Nabel; Members Jachimczyk, McManus, Roseman, Freccia and Lucas in favor of Ms. McManus.)

6. President Skigen distributed a list of [steps](#) outlining the Commission's work. He added that the goal is to have any charter changes on the November 2012 ballot (which is a presidential election and will provide the highest voter turnout). He added that this is an ambitious schedule.
7. Distribution & discussion of BOR resolutions.
 - a. Two resolutions were distributed to members. The first resolution [named members of the Commission](#); and the second resolution [outlined the charge](#). These two resolutions were approved at the 10/3/11 Board of Representatives meeting.
8. Mr. Skigen stated that the Charter Committee met earlier this evening and approved a [Supplemental Charge](#). This item will be voted on at the 11/14/11 Board Meeting. For purposes of tonight's discussion, both the original and the supplemental charge will be reviewed.

Co-Chair Fedeli distributed a document that [outlined the charge](#) in an "easy-to-read" format (adding detail to the formal charge as approved in the resolution). Ms. Fedeli read through the charge, answering any questions of the Commission members.

9. Administrative and Procedural Remarks. Mr. Skigen stated that the Co-Chairs have several items to address after this meeting:
 - a. Budget. The Board Office will assist with this.
 - b. Rules of order. The Board Office will provide a copy of the prior Charter Revision Commission's rules to work from.
 - c. Committee Assignments. The co-chairs could choose to select committee chairs and members, similar to the way the BOR works.
 - d. RFP for employment of legal counsel. The Board Office will provide the RFP from the prior charter commission. Mr. Skigen stated that the Commission should look for attorneys/firms with experience in local government.

- e. Scheduling of first public hearing. Mr. Skigen stated that one public hearing must be held before any substantive work is done; the second public hearing is held prior to submission of the final report.
 - f. Meeting dates/times. Commission Members will have to decide meeting dates/times.
 - g. FOI requirements/video-taping. Mr. Skigen stated that all meetings and committee meetings will be videotaped and available on the website within 48 hours.
 - h. BOR website for documents/videos. There is a portion of the BOR website dedicated to the charter commission. All documents, videos, agendas, minutes, will be available here. It can be accessed at www.boardofreps.org.
 - i. Board Staff/Researcher. Mr. Skigen stated that the BOR office will be available to assist the Commission.
 - j. City identification badges. The Board Office will make arrangements for city identification badges for all charter commission members.
10. Next Meeting: The next meeting of the 17th Charter Revision Commission will be Thursday, November 3rd at 7:00 p.m. The Board Office will try to have someone from the Law Department give a 30-minute overview on FOIA requirements.

The meeting was adjourned at 8:50 p.m.

Submitted by,

Vincent Freccia, Co-Chair

Jay Sandak, Co-Chair

This meeting is available on [video](#).

(Note: There is a gap between 1:11:13 and 1:24:26 during which no proceedings took place.)