

TOWN ADMINISTRATOR WORKGROUP
FEBRUARY 21, 2023 AT 3:30 P.M.
COUNCIL CHAMBER, NEWTOWN MUNICIPAL CENTER
3 PRIMROSE STREET, NEWTOWN, CT

MINUTES

Present: Pat Llodra, Bill Brimmer, Ned Simpson and Maureen Crick Owen

Also Present: 1 public and 1 member of the press

The meeting was called to order at 3:30 p.m. by Mrs. Crick Owen.

Voter Comments – none

Mr. Brimmer made a motion to approve the minutes of the February 6, 2023 meeting. The motion was seconded by Mrs. Llodra and unanimously approved.

Old Business:

1. Review/Revise Questions: Discussion took place on how much time should be spent with the Town Manager, Town Administrator, etc. and should it be done by Zoom. It was agreed that the questions would be sent in advance of having the conversation. Mrs. Llodra suggested reorganizing the questions into clusters (with like questions) and perhaps eliminating some. Mr. Brimmer said it is important to capture high level information and the other questions could be possible follow ups. Mrs. Llodra said it was important to the input from the person in that role (Town Administrator or Town Manager).
2. Identify Additional Towns: Mrs. Crick Owen said while it was agreed at a prior meeting that the group would focus on similar towns she thought it might make sense to speak to other towns that are not similar. Mrs. Llodra said Canton, Columbia and Vernon. After discussion, it was agreed that we would reach out to the original designated towns. And, then it would be decided at a later date if the group would reach out to Canton, Columbia and Vernon.
3. Local Charter/State Statutes: Charter books were distributed. Mrs. Crick Owen reported that the Town attorney was away but that as soon as she received the information she would distribute.
4. CCM Initial Discussion: Mrs. Crick Owen suggested an initial meeting with CCM to get their feedback as to the track we are on. All agreed to this idea.

New Business:

1. Assignment of Tasks: As stated in Old Business #1 above, Mrs. Llodra will rework the list of questions. Mrs. Crick Owen will reach out to First Selectman

Rosenthal about his attending the next meeting and an introduction to CCM. Mrs. Crick Owen will also start the conversation with the appropriate parties of the towns that have been identified.

2. Next Steps: Mr. Simpson said he has talked to several residents about the Work Group and the question he always get is why would the Town change the structure. He said the public is going to want to know. Continuity was mentioned as a reason. Mrs. Llodra said that is a question for First Selectman Rosenthal as he provided the group with the charge. It was agreed that First Selectman Rosenthal would be invited to the next meeting.

Voter Comments – none

The meeting was adjourned at 4:17 p.m.

Respectfully submitted,

Maureen Crick Owen, Chairman
Town Administrator Work Group