

TOWN ADMINISTRATOR WORKGROUP
FEBRUARY 6, 2023 AT 3:30 P.M.
COUNCIL CHAMBER, NEWTOWN MUNICIPAL CENTER
3 PRIMROSE STREET, NEWTOWN, CT

These minutes are subject to approval by the Work Group

MINUTES

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

ALSO PRESENT: One voter and one member of the press

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

VOTER COMMENTS – None

ACCEPTANCE OF MINUTES

Mr. Brimmer moved to approve the minutes of January 23, 2023. Mrs. Crick Owen seconded. All in favor and motion passes.

OLD BUSINESS

1. Review types of town government in CT. Mrs. Llodra reported on what she had gathered regarding descriptions of town government structure. Connecticut statutes allow three basic forms of local government: Mayor – Council, Council – Manager and Selectman – Town Meeting (includes Referendum, and Representative Town Meeting (RTM)). Statute (CGS 7-193) also requires municipalities to have Chief Executive Officer (CEO). There are four allowable CEO types: elected First Selectman or Mayor, appointed Manager, or appointed Chief Administrative Officer.
2. Review list of similar towns to Newtown. Working from lists of CT Towns' demographics distributed by Mr. Simpson, the Work Group chose seven towns to meet with. These towns were separated based on types of governance.
 - a. Town Manger
 - i. Glastonbury
 - ii. Manchester
 - iii. Simsbury
 - iv. South Windsor
 - b. First Selectman - Administrator
 - i. Greenwich
 - ii. Fairfield
 - iii. Wilton

3. Report on possible discussion with CCM Mr. Brimmer reported on his conversation with Herb Rosenthal, former First Selectman. Mr. Rosenthal is no longer on the board of the Connecticut Council of Municipalities (CCM) and suggesting working through Max Freidman, Research Manager at CCM.
4. Report on possible discussion with Town Counsel Mrs. Crick Owen discussed Work Group use of Town Counsel with First Selectman Rosenthal. He thought it appropriate and approved the Work Group posing questions regarding CT stature addressing town governance and our Newtown Charter to Town Counsel.

NEW BUSINESS

1. Identify local charter and state statute connections/impacted associated with each model of government: Discussion concluded that receiving a report on statute and Charter considerations would be useful now. It may also be necessary to have follow-up questions for counsel as the Work Group progresses. Mrs. Crick Owen will contact Town Counsel
2. Identify and interact with communities similar to Newtown that practice models of government under consideration – preparation for conversations. Work Group members will submit questions, one set for towns with Town Managers and another for the First Selectman towns identified above to Mrs. Crick Owen by February 14, 2023. She will compile for discussion at the next Work Group meeting.
3. Identify list of questions for CCM. It was decided to wait until the Work Group has held discussions with other towns and gathered more data before posing questions to CCM
4. Town voters will be encouraged to come to Work Group meetings to provide input during Voter Comment
5. Next Meeting
Next meeting Tuesday February 21, 2023, at 3:30

VOTER COMMENTS – none

The meeting was adjourned at 4:22 p.m.

Respectfully submitted,
Ned Simpson