

**TOWN ADMINISTRATOR WORKGROUP**  
**REGULAR MEETING, July 10, 2023**  
**COUNCIL CHAMBER, NEWTOWN MUNICIPAL CENTER**  
**3 PRIMROSE STREET, NEWTOWN, CT**

*These minutes are subject to approval by the Work Group*

**MINUTES**

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

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

VOTER COMMENTS – None

**ACCEPTANCE OF MINUTES**

Mrs. Llodra moved to approve the minutes of the June 12, 2023, and June 26, 2023, meetings. Mr. Brimmer seconded. All in favor, motion passes.

**OLD BUSINESS**

**Continue discussion of draft work group report**

Sections of the report were discussed including:

- Newtown's Executive Structure – Draft reviewed
- Current Conditions – Draft reviewed
- Definition of CT Town Executive Structures – Mr Simpson to draft.
- Common Themes / Takeaways – Work Group member's lists merged.
- Reference Towns – Mr Simpson to remove schools' budgets and look at adding number of employees.

**NEW BUSINESS**

1. **Recommendations**

The Work Group will begin identifying recommendations at the July 24<sup>th</sup> meeting.

2. **Next Steps**

Tuesday July 18, 2023, special meeting, at 6:00 pm, for the 2023 First Selectman candidates to meet with the Work Group. Our work to date will be summarized. The Work Group would like it to be an interactive discussion.

Monday July 24, 2023 regular Work Group meeting to continue discussion of the report and begin to identify recommendations.

The meeting was adjourned at 4:55 p.m.

Respectfully submitted,  
Ned Simpson