

**City of West Haven  
Charter Revision Commission  
October 25<sup>th</sup>, 2018**

A special meeting of the City of West Haven Charter Revision Commission was held on Thursday, October 25<sup>th</sup>, 2018 in the 3<sup>rd</sup> floor City Council Chambers of West Haven City Hall.

**A. Call to Order by Chairman Granfield at 6:30pm**

**B. Pledge of Allegiance**

Following the Pledge of Allegiance, a moment of silence was given in the memory of West Haven High School Principal Pamela Gardner.

**C. Roll Call**

Commission Members in attendance were: Carrano, Smith, Brunetti, Apicella, and Chairman Granfield.

Commission Members absent were: Bolt, Riccio, Clifford, and Vice-chairwoman Diaz.

**D. Review of Meeting Minutes (October 11, 2018)**

Motion to approve minutes from Commissioner Brunetti, Seconded by Commissioner Smith. Unanimous approval.

**E. Question and Answer session with city officials**

In attendance was City Council Member for the 4<sup>th</sup> district, Mitchell Galignano. Had no questions but was in attendance to learn more about current progress of the commission.

Chairman Granfield provided a brief review of the current progress and goals of the commission.

**F. Discussion- Commission as a whole**

Discussion on the City Charter revisions began with a short recapitulation of previous progress by Commissioner Carrano.

Discussion on the City Council included restructuring to 13 members (12 + mayor). The mayor serving as the chairperson for the City Council. Also, the suggestion of ending compensation for members of the council, with the exception of the Mayor.

Chairman Granfield allowed comment from City Council member Galignano regarding the removal of compensation. The councilman expressed support for this idea.

The commission also discussed the organization of the council following an election and the necessity of appointing a vice-chairperson of the council to facilitate meetings in the absence of the chairperson.

Discussion of the City Council Clerk position and moving it to an optional position as deemed necessary by the council. Also discussed was the possibility of moving the responsibilities of this position to the City Clerk.

The general powers and duties of the City Council were talked about, in particular, the power of legislation and to enact, amend, and repeal ordinances in accordance with the city charter. The commission agreed that a referral of the "federal agency clause" was needed to corporation council.

Emergency ordinances vote was discussed and whether it should be a simple majority or a 2/3 majority.

Chairman Granfield allowed a comment from City Councilman Galignano who emphasized the rarity of emergency ordinances appearing before the City Council.

Discussion on the Mayor's override power for legislation as well as the council's override power for legislation.

Duties of the Council to designate an accountant to perform an annual audit of the City. This included the timeframe of the hiring as well as a limit to how many years the same accountant can be hired.

Discussion then moved to the City Clerk position. The commissions approves of moving the position to an appointed position with qualifications, rather than an elected position. This person would also report to the city-manager and not the mayor and be hired on a 4-year contract.

Potential residential requirements for the City Clerk position were also discussed but not decided upon.

The commission then moved on to discuss the City Treasurer position. The talk included qualifications, residency requirements, and current duties.

It was also weighed whether or not the position should be appointed or elected, and, if appointed, who would have the duty of appointment. It was also recommended to the commission that the treasurer be made the Chairperson of the City Board of Finance.

The commission agreed that the current City Treasurer should be invited to a future meeting to discuss further.

The Board of Assessment appeals was the next topic and requirements, term length, and powers and duties were discussed.

The Registrar of voters section of the charter was changed to reflection updated dates.

Commission Discussion closed at 8:18pm

**G. New Business**

Commission discussed the dates for future meetings in November. Chairman expressed the hope to bring in newly elected city officials to a future meeting.

**H. Adjournment**

Motion to adjourn from Commissioner Smith, seconded by Commissioner Brunetti. Passed unanimously

The special meeting of the West Haven Charter Revision Commission on October 25<sup>th</sup>, 2018 adjourned at 8:27pm.