maintaining the current amount of cross-over between the departments. Is there a way to reduce this or should we consider further separation of duties?

A: Recommends that this area should be under the Finance Department's purview while the Development Department does not. Do you feel this should be the case?

Carrano: With regards to Grants and Aid, they currently fall under the Planning and Development. However, there are many other areas where this could be beneficial. Under the Charter Revision Commission's purview, it would make it more efficient as possible. The only thing needed is more staffing but this does not fall under this category.

A: In general, it works better if it is now. Hasn't had much time in the department but has tried.

Carrano: What do you think can or should be changed or improved upon structurally?

A: The CD4 does still belong under the department as it deals with planning for specific buildings. More of a financial arm.

Carrano: Does the CD4 belong under the Planning and Zoning Department? It seems to be some funding and has provided supplies to it.

A: There is federal funding and the city has contributed to this funding. How does it get to the Community Development Administration (CD4), how does it get there?

Carrano: How does your department work with Planning and Zoning and different entities?

Department of Planning

QA session begins with Fred Messore, Director of the West Haven Planning and Development Department.

Agenda

Motion to accept meeting minutes from December 20th, 2019 meeting by John Carrano.

Edward Grenfield present

Meeting on January 3, 2019

Meeting called to order by Chairman Grenfield

Pledge of Allegiance

6:30PM - Call to order by Chairman Grenfield

Motion to accept meeting minutes from December 20th, 2019 meeting by John Carrano.

Edward Grenfield present


Roll Call: John Brunetti, present; Victoria Clifford, present; Monique Del Basso, absent; Gohnn Smith

Meeting

Charter Revision Commission Minutes
The Q&A session concludes.

Thursday in May.

The council typically assesses and works on the budget from the 3rd Thursday in March to the
Council to Qualify: What does the annual budgeting process timeline look like for this year?

Audience.

City Council Chair Ronald Queaughni and City Council Majority Leader Robbin Hamilton join the

Panel.

A: They are needed from time to time. They should remain active and under the department’s
Grievance: The Redevelopment Agency, do they fall under the department’s purview? Are they
ask for Mr. Messore.

A: Communication is key. It becomes too much of an issue, call the department office and
Appeal: What can be done to help with establishing new businesses?

A: If they have a conflict and noted publicly, they can recuse themselves.
Appeal: Should anyone on the commission have a conflicting second job?

Terms from being two years to four years to have more time to get things done.

A: Yes, everything is going great and as should. One recommendation would be to increase
Simist: Are you happy with how things are now?

However, this all depends on the experience and background of the applicant.

An interview and then eventually take up a spot on the board once they have the experience.
A: There is an interview and a board member. A potential process could be first letting them be
long would it take for someone to become a contributing member of the board?

Grievance: Do you believe or feel that appointments should have minimum credentials? How

The professional staff has to be there to run them.

A: No. They get paid to attend these meetings and sometimes even Corporation Counsel has to

Be interested before you arrive in the department?

Bruntet: These people are at these meetings because they are told to or because of rules

no voting ability.

On the task of making decisions, they have comments and guidance to the process with
At each meeting of the commission. They provide comments and guidance to the process with
A: Either the Assistant Planner, the Director (Messore), or the Zoning Enforcement Officer are
some of a professional staff to sit on the board to supersede it.

Grievance: On the topic of credentials, does the current board of Planning and Zoning require
Revealing the language of this section as well.

Grinfeld: There are errors to the residency requirement and Corporation Counsel is
and it should be changed or removed.

Budden: Inquiries if the word "preferred" in reference to residency requirements is appropriate

The commission reviews their edits of the City Clerk section language in the Charter.

need an, and the council can vote who can fill in and carry out the current term to completion.

Leader of the City Council, depending on former mayor’s political affiliation. No election is

Grinfeld: States that there is an automatic succession by either the Majority or Minority

proceeds.

Apologies: Inquiries on how the filling in of a vacancy of the Mayor’s position begins and

Carnahan: States that the section on the city council is still under legal review by Corporation

and permanent filling are properly contemplated.

Grinfeld: A two-step process will need to be developed for this section to ensure temporary.

Smith: Inquiries if there will be compensation for the person filling in the position temporarily.

The commission reviews their edits of the Mayor section language in the Charter.

Carnahan: This clause is waiting on review by Corporation Counsel.

The commission reviews the findings clause in the Charter.

Done without need of a referendum.

Carnahan: The state of Federal Government may mandate a bond. This clause will allow this to be

the emergency bond.

In response to an emergency situation, a two-thirds vote of the council will be required to pass

Influence will allow the City Council to bypass the need for a referendum when creating bonds

Carnahan: Points out and explains one addition made to the section – Emergency Language. This

Floor opens for discussion.
Meeting adjourned at 8:13PM.

Seconded by Victoria Clifford.

Motion to adjourn by John Carano.

No New Business.

Discussion concludes.

The government does from day to day.

Carano: States that similar to the ERS, the commission needs an outline of what this section of

The Commission reviews the Water Pollution Section Language in the Charter.

Garfield: States that this section is currently under legal review by Corporation Counsel.

should also have the ability to take action if compliance is not adhered to.

Carano: States that members on this board are limited to one four year term. The board

the Charter.

The Commission reviews their edits of the Board of Ethics and Compliance Section Language in

in the Charter.

The Commission reviews their edits of the Emergency Response System (ERS) Section Language

Chairman Quiggin: It is called now the Office of Emergency Management.

in the Charter.

The Commission reviews their edits of the Organization for Civil Preparedness Section Language

The General Statute prevails.

Carano: Noted two additions to the section - a requirement for an employee contract and that

The Commission reviews their edits of the Police Department Section Language in the Charter.

Carano: Quickly points out that “preferred” is also in the city manager section.