

The April 26, 2023, meeting of the Ordinance Committee, a sub-committee of the Board of Selectmen was convened at 5:00 p.m. by Chairman Sheila McCreven in the Town Hall Central Meeting Room.

Present for the Committee: Chairman Sheila McCreven, Joseph Crisco, and David Vogel

Present for Staff: Town Counsel Gerald Weiner; Media Specialist Pua Ford; and Clerk – Geraldine Shaw

Present in the audience: Tim Austin, Chair of the Conservation Commission

**MINUTES**

The minutes of the November 15, 2022, meeting, were approved (Crisco – Vogel).

**PUBLIC COMMENT**

There were no comments.

**REVIEW ESTABLISHMENT AND REQUIREMENTS – ad hoc committees, standing boards and commissions set by ordinance.**

Mr. Weiner explained to the Committee that the ad hoc committees and boards and commissions enabled by Ordinance are subject to the same requirements as to Freedom of Information, posting of agendas, requirement of a quorum, no discussion of meeting business outside of meeting, recording, approval, and filing of minutes. Members must be electors and composition must follow the majority/minority rule. The majority of boards and commissions do not rule on policy, they are advisory to the Board of Selectmen. If a board/commission does rule on policy, it is either part of its enabling ordinance or set by State statute. Examples include – Police Commission, Plan and Zoning Commission, Inland Wetlands Agency, Zoning Board of Appeals, Building Board of Appeals, Board of Tax Appeals.

The Committee agreed that ad hoc committees should be listed as such on the Town website.

As to the possible combining of compatible boards/commissions, i.e., Conservation Commission and Commission on the Use of Publicly Owned Properties (“CUPOP”) – the boards/commissions will be asked to review the enabling ordinance and work-load.

The question of staffing for all groups was discussed. How boards/commissions/ad hoc groups are staffed will be researched.

**INCLUSIONARY ZONING CONCEPTS THAT MAY BE ENACTED BY ORDINANCE**

Ms. McCreven said she would contact SCRCOG for any research information and/or sample ordinance(s). Where in the framework of town government do such concepts belong?

**STATE AND FEDERAL RECOMMENDATIONS ON PFAS**

The Committee agreed to research state and federal guidelines regarding PFAS before pursuing consideration for a local ordinance. CCM will be contacted for research on ordinances that other Connecticut Municipalities may have enacted. The Committee discussed whether any proposed local action would grandfather-in existing artificial fields or dis-allow future fields only. More information will be gathered.

**CHARTER SECTION RE PETITION TO REQUEST AN ORDINANCE**

The Clerk will check the Charter regarding the public requesting an ordinance or a commission by petition.

**ACTION ON ITEMS DISCUSSED IN THE MEETING**

The Committee did not take any action on the above discussions and have no recommendations for the consideration of the Board of Selectmen.

**SCHEDULE OF MEETINGS FOR CALENDAR-YEAR 2023**

The Committee agreed not to file a schedule of meetings with the Town Clerk for calendar-year 2023. Meetings will be called as required.

**ADJOURNMENT**

On a non-debatable motion by Mr. Crisco, seconded by Mr. Vogel, the meeting adjourned at 5:34 p.m.

Respectfully submitted,  
Geraldine S. Shaw, Clerk