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**Charter Revision Committee**

 **Meeting Minutes**

**January 25, 2023**

A. Administrative Business

1. Call Meeting to Order: The meeting of the Charter Review Commission was held in the 2nd floor conference room and was called to order by Chairman Lou DalPorto at approximately 6:30 pm.

1. Record of Attendance: **Present** were Commission members: David Burgio, DeeDee Soeman, Darlene Bolsover, Susan Gosch Taylor, Chet Klimek, Daniel Brick, Lou DalPorto, Darlene Bolsover, Donald Wittcop, Vince Ginestre, Kate Wistner. **Absent** were committee members: April Carere, Ellen Hutton, Karl Bauer, Jerry DiVirgilio, John Snopkowki.

B. Open Comments: none

C. Committee Reports:

1. Draft Salary Review Report submitted by Dave Burgio and Susan Taylor.

* 1. Discussed report. Recommendations made:
		1. check report for accuracy
		2. re-define geographic locations for comparison
		3. do not include exact salary numbers in Charter revision
		4. prepare report to Common Council recommending salary increases as detailed in draft report
		5. include provision that a salary review committee be formed by Council and Mayor to review salaries bi-annually.

D. Discussed requesting money from Council to use for public outreach regarding Charter Revision Committee’s activities.

E. Discussed and reached unanimous agreement:

1. Current salaries are not commensurate with other municipalities

2. Process of filling vacancies on the Council should be stated in Charter, as opposed process determined by the Council.

3. Citizen’s review committee needed for salary reviews.

4. Charter revision needs to reflect that a sub-committee on salary reviews is necessary to be performed bi-annually.

1. Discussed the budget due date. Recommendation made to state in Charter Revision that the due date cannot be changed absent a legitimate reason.

G. Vote taken and unanimous approval given to:

1. Request funding from Council for public outreach, subject to approval by Mayor.

2. Eliminate re-districting/ward review from Charter Revision.

3. Request Council and Mayor to attend Charter Revision Meetings.

4. Research mailing cost for public outreach.

H. Telephone call made to Mayor Tylec to discuss request for funding from Council for public outreach. Mayor vetoed this action.

I. At next meeting:

1. Kate to report on repealing local law.
2. Special elections/appointments: Don to research, Lou to research legal opinions.

J. Discussed and agreed that at the next meeting (February 8, 2023) subcommittees should have outline of recommendations and report.

**NEXT MEETING DATES:**

 **FEBRUARY 8, 2023**

 **MARCH 9, 2023**

**MARCH 22, 2023**

 **APRIL 5, 2023**

**APRIL 19, 2023**

**NOTE: SUBCOMMITTEES CAN MEET OUTSIDE OF THESE OFFICIAL MEETING DATES.**

1. Adjournment: Motion made to adjourn at 8:40 pm.

Respectfully submitted by:

Susan Gosch Taylor

Secretary