



Stratford, Connecticut

MINUTES OF MEETING

THE STRATFORD TOWN COUNCIL CONDUCTED A REGULARLY SCHEDULED MEETING ON MONDAY, DECEMBER 14, 2015 IN COUNCIL CHAMBERS OF STRATFORD TOWN HALL, 2725 MAIN STREET, STRATFORD, CT. PURSUANT TO NOTICE DULY POSTED.

CALL TO ORDER: 8:00 p.m.

PRESIDING: Council Chairman Joseph Kubic

COUNCIL MEMBERS IN ATTENDANCE: Ms. Stephanie Philips, Mr. Matthew Catalano, Mr. Jason Santi, Mr. Brian Dempsey, Mr. Kenneth Poisson, Mr. James Connor, Mr. Joseph Kubic, Mr. Paul Hoydick

COUNCIL MEMBERS ABSENT: Mr. Peter Massey, Mr. Gavin Forrester

OTHERS IN ATTENDANCE: Mayor John Harkins, Town Attorney Timothy Bishop, Asst. Town Attorney John Florek, Chief of Staff Marc Dillon, Outreach Coordinator Chris Bandecchi, Finance Director Susan Collier, CAO Larry Ciccarelli

PLEDGE OF ALEGIANCE led by Council Chairman Joseph Kubic

A MOMENT OF SILENCE observed for 26 seconds, one second for each person who died in the Sandy Hook tragedy of Dec. 14, 2012, was led by Council Chairman Joseph Kubic.

1. APPROVAL OF MINUTES — Minutes of: Public Forum, Regularly scheduled Council meeting of November 10, 2015 and special Council meeting of December 7, 2015.

RESOLVED: that the reading of the minutes of the foregoing meetings be dispensed with as copies thereof have been previously provided to each Council Member and the same be and are hereby approved.

A MOTION WAS MADE BY SANTI, SECONDED BY MS. HOYDICK TO APPROVE THE MINUTES OF NOVEMBER 10. MR. SANTI MOTIONED, SECONDED BY MS. PHILIPS, TO AMEND THE MINUTES OF NOVEMBER 10 AS FOLLOWS: page 7, line item 9.2 – **Longbrook Park Skating Rink**

A MOTION WAS MADE BY MS. PHILIPS, SECONDED BY MR. SANTI TO APPROVE THE RINK FOR Longbrook Park ~~BASED ON VERBAL AGREEMENT~~ SUBJECT TO APPROVAL OF THE WILCOXSON SCHOOL FATHERS' CLUB, PARKS DEPARTMENT AND THE TOWN ATTORNEY'S

OFFICE. THE MOTION PASSED WITH 7 IN FAVOR AND 2, MESSRS. KUBIC AND DEMPSEY, VOTING NO.

THE FRIENDLY AMENDMENT, AS INDICATED ABOVE, WAS ACCEPTED. MR. SANTI AND MS. PHILIPS ACCEPT THE FRIENDLY AMENDMENT. THE MOTION TO APPROVE PASSED AS AMENDED WITH 7 IN FAVOR, AND 1 OPPOSED (MR. DEMPSEY).

A MOTION WAS MADE BY MR. SANTI, SECONDED BY MR. HOYDICK TO APPROVE THE MINUTES OF DECEMBER 7. THE MOTION PASSED 8 TO 0.

2. DISPENSED WITH: PUBLIC FORUM, CEREMONIAL PRESENTATIONS

3. DISPENSED WITH: COUNCIL MEMBERS' RESPONSE TO COMMENTS FROM PUBLIC FORUM

4. DISPENSED WITH: COMMUNICATIONS, BILLS, PETITIONS, REMONSTRANCES

5. DISPENSED WITH: MAYOR'S REPORT, COMMITTEE REPORTS, TOWN ATTORNEY'S REPORT.

6. DISPENSED WITH: QUESTIONS FOR THE MAYOR

7. DISPENSED WITH: UNFINISHED BUSINESS and/or OLD BUSINESS

8. DISPENSED WITH: ORDINANCES AND RESOLUTIONS.

9. NEW BUSINESS — CERTIFICATION OF ELECTION OF NEW COUNCIL

STATE OF CONNECTICUT
COUNTY OF FAIRFIELD

TOWN OF STRATFORD

AS CERTIFIED ON NOVEMBER 4, 2015, at the regular election held on November 3, 2015, in accordance with the provisions of Section 7.1.1 of the Town Charter, the following persons were duly elected:

- A. To the Office of Councilman for a term of two (2) years commencing December 14, 2015.
- FIRST DISTRICT — HONORABLE BETH OSBORNE DAPONTE
 - SECOND DISTRICT — HONORABLE MARK E. DUMAS
 - THIRD DISTRICT — HONORABLE WALI KADEEM
 - FOURTH DISTRICT — HONORABLE DAVID L. HARDEN
 - FIFTH DISTRICT — HONORABLE JOSEPH P. GRESKO
 - SIXTH DISTRICT — HONORABLE PHILIP L. YOUNG

- SEVENTH DISTRICT — HONORABLE MARIANNE E. ANTEZZO
- EIGHTH DISTRICT — HONORABLE J. VINCENT CHASE
- NINTH DISTRICT — HONORABLE ALAN LLEWELYN
- TENTH DISTRICT — HONORABLE TINA M. MANUS

RESOLVED: that the foregoing Certification of Election of Council members for a term of two (2) years commencing December 14, 2015 be and is hereby accepted.

A MOTION WAS MADE BY MR. SANTI, SECONDED BY MR. HOYDICK TO APPROVE THE FOREGOING CERTIFICATION. THE MOTION PASSED 8 TO 0.

B. Certificates of Appreciation to Council Members — Town Clerk Susan Pawluk and Mayor John Harkins presented certificates to outgoing Board of Zoning Appeals Commissioners, Zoning Commissioners, Planning Commissioners, Constables, and Board of Education members as well as Council members.

- HON. PETER MASSEY
- HON. MATTHEW P. CATALANO
- HON. STEPHANIE D. PHILIPS
- HON. JASON W. SANTI
- HON. BRIAN DEMPSEY
- HON. KENNETH T. POISSON
- HON. GAVIN B. FORRESTER
- HON. JAMES J. CONNOR, JR.
- HON. JOSEPH A. KUBIC
- HON. PAUL HOYDICK

C. COUNCIL MEMBERS COMMENTS — Comments presented by Messrs. Catalano, Santi, Dempsey, Poisson, Connor, Kubic, Hoydick and Ms. Philips.

10. ADJOURNMENT OF 2013-2015 SESSION OF STRATFORD TOWN COUNCIL — Hearing no further discussion in connection with the above agenda items or additional business, Chairman Kubic called for a motion to adjourn. ON A MOTION MADE BY MR. SANTI, SECONDED BY MR. HOYDICK, IT WAS VOTED 8 TO 0 TO ADJOURN THE MEETING AT 8:27 p.m. THUS CONCLUDING THE 2013-2015 SESSION OF THE STRATFORD TOWN COUNCIL.

MINUTES OF TOWN COUNCIL MEETING

IN ACCORDANCE WITH PROVISIONS OF § 2.1.3 OF THE STRATFORD TOWN CHARTER, A MEETING OF THE NEWLY ELECTED STRATFORD TOWN COUNCIL WAS CONDUCTED ON MONDAY DECEMBER 14, 2015 IN THE COUNCIL CHAMBERS

OF STRATFORD TOWN HALL, 2725 MAIN STREET, STRATFORD, CT. IMMEDIATELY FOLLOWING THE ADJOURNMENT OF THE 2013-2015 SESSION OF THE TOWN COUNCIL PURSUANT TO NOTICE DULY POSTED.

1. CALL TO ORDER: 8:36 p.m. by Town Clerk

2. OATH OF OFFICE ADMINISTERED administered by Town Clerk, and ceremonially by Richard Diedrichsen to the following individuals

PLANNING COMMISSIONERS

Term of office: January 4, 2016 to January 6, 2020

- DISTRICT I – JAMES V. VIGLIOTTI
- DISTRICT II — PATRICIA A. PATUSKY

ZONING COMMISSIONERS

Term of office: January 4, 2016 to January 6, 2020

- DISTRICT I — SCOTT FARRINGTON-POSNER
- DISTRICT II — STEPHANIE D. PHILIPS

ZONING BOARD OF APPEALS COMMISSIONERS

Term of office: January 4, 2016 to January 6, 2020

- DISTRICT IV — DAVID P. D'AUSILIO
- DISTRICT V — RONALD J. HOJDICH

CONSTABLES

Term of office: November 24, 2015 to November 24, 2017

- EDWARD A. MONROE
- RICHARD P. BROWN
- RICHARD BROWN, JR.
- FRANK BEVACQUA
- JOHN A. DOBOS, JR.
- ROBERT J. CONNOLLY
- EDWARD J. SCINTO

MESSRS. DOBOS AND SCINTO WERE NOT IN ATTENDANCE.

BOARD OF EDUCATION MEMBERS

Term of office: December 14, 2015 to December 9, 2019

- MARIA BUTURLA
- SUSAN LANCE
- ERIC LAZARO

TOWN COUNCIL MEMBERS

- FIRST DISTRICT — HONORABLE BETH OSBORNE DAPONTE
- SECOND DISTRICT — HONORABLE MARK E. DUMAS
- THIRD DISTRICT — HONORABLE WALI KADEEM
- FOURTH DISTRICT — HONORABLE DAVID L. HARDEN
- FIFTH DISTRICT — HONORABLE JOSEPH P. GRESKO
- SIXTH DISTRICT — HONORABLE PHILIP L. YOUNG
- SEVENTH DISTRICT — HONORABLE MARIANNE ANTEZZO
- EIGHTH DISTRICT — HONORABLE J. VINCENT CHASE
- NINTH DISTRICT — HONORABLE ALAN LLEWELYN
- TENTH DISTRICT — HONORABLE TINA M. MANUS

3. APPOINTMENT OF COUNCIL CHAIRMAN — The Town Clerk Susan Pawluk, as temporary Council Chairman, called for nominations for Chairman of the Stratford Town Council. Mr. Dumas raised a point of order to continue with a vote by hands to state who you will vote for. Mr. Kadeem raised a point of information to know who is actually running for the office of Chairperson. Discussion continued re: roll-call naming Chairman selection. Attorney Bishop quoted an excerpted portion of *Roberts Rules of Order* re: nominations.

RESOLVED: that BETH OSBORNE DAPONTE be and is hereby appointed Chairman of the Stratford Town Council.

A MOTION WAS MADE BY MR. GRESKO, SECONDED BY MR. YOUNG TO NOMINATE BETH OSBORNE DAPONTE AS CHAIRPERSON OF THE STRATFORD TOWN COUNCIL. HEARING NO OTHER NOMINATIONS, THE TEMPORARY CHAIRMAN CALLED FOR A MOTION TO CLOSE NOMINATIONS. A MOTION WAS MADE BY MS. MANUS, SECONDED BY MR. KADEEM TO CLOSE NOMINATIONS. THE MOTION TO CLOSED NOMINATIONS PASSED 10 TO 0. THE MOTION TO APPOINT MS. DAPONTE PASSED WITH 7 IN FAVOR AND 3 (MS. MANUS AND MESSRS. DUMAS AND KADEEM) OPPOSED.

The temporary Chairman relinquishes the Chair to Ms. Daponte.

4. APPOINTMENT OF COUNCIL CHAIRMAN PRO TEMPORE

RESOLVED: that J. VINCENT CHASE be and is hereby appointed Chairman Pro Tempore of the Stratford Town Council.

A MOTION WAS MADE BY MR. YOUNG, SECONDED BY MR. LLEWELYN TO NOMINATE J. VINCENT CHASE AS CHAIRMAN PRO TEMPORE OF THE STRATFORD TOWN COUNCIL. HEARING NO OTHER NOMINATIONS, MR. GRESKO MOVED TO CLOSE TO CLOSE NOMINATIONS WHICH WAS SECONDED BY MR. LLEWELYN. MR. DUMAS ASKED FOR DEBATE RE: ATTESTING TO THE OUTSTANDING ATTRIBUTES OF MR. CHASE. MS. MANUS AND MR. KADEEM CONCUR WITH MR. DUMAS. THE MOTION TO CLOSE NOMINATIONS PASSED 10 TO 0. THE MOTION TO

APPOINT MR. CHASE PASSED WITH 7 IN FAVOR AND 3 (MS. MANUS AND MESSRS. DUMAS AND KADEEM) OPPOSED.

5. APPOINTMENT OF COUNCIL CLERK

RESOLVED: that CAROL CABRAL be and is hereby appointed Council Clerk at a salary as outlined in grade 5, step~~4~~ 6 of the current Employees salary schedule.

A MOTION WAS MADE BY MR. HARDEN, SECONDED BY MESSRS. KADEEM AND CHASE TO APPOINT CAROL CABRAL TO THE FOREGOING POSITON. MR. DUMAS MOTIONED TO AMEND THE FOREGOING SALARY TO STEP 6. MS. MANUS SECONDED THE MOTION. Ms. Collier, Director of Finance, was called to the podium to clarify the salary table. THE MOTION TO APPOINT CARRIED 10 TO 0 AS AMENDED (STEP 6).

6. ADOPTION OF COUNCIL RULES OF PROCEDURE — amended document appended.

A MOTION WAS MADE BY MS. ANTEZZO, SECONDED BY MR. CHASE TO ADOPT THE COUNCIL RULES OF PROCEDURE. MS. ANTEZZO MOTIONED, SECONDED BY MR. CHASE TO AMEND THE RULES OF PROCEDURE AS FOLLOWS:

II. Presiding Officer and Record

- A. Insert after Council Chairman, “or in the absence of the Council Chairman, a Chairman Pro Tempore as appointed by the Council” shall preside....
- B. (Change) Council Chairman shall not be removed...except by an affirmative vote of “seven (7)” members...

V. Agenda

- A. (Change) Deadline for presenting new business to Council Clerk from 4:30 Wednesday, to 4:30 Tuesday.
- B. (Change) Date that Council Clerk distributes copies of the Agenda to Council, Mayor, etc. from Thursday to Wednesday.

XIII. Council Committees

- C. (Change) Appointment of Committee Members and the Council Clerk cannot be changed except by an affirmative vote of “seven (7)” Council Members.

XIV. Duties of Committees

- B. Restore the word “tape” before recorded, as in, all meetings shall be “tape” recorded.

XXVI. Suspension of Rules

- Correct the numbering of this rule which is now Roman numeral. XVI and should be XXVI.

XXVII. Suspension of Rules (change title back to Change of Rules)

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Restore entire rule XXVII, as previously titled “Change of Rules” in the 2013 Council Rules of Procedure, quoted below.

“The foregoing Rules, except such as are Charter provisions and except as otherwise provided, may be repealed, amended, or new ones added by resolution approved by the affirmative vote of seven (7) Council Members.”

MR. DUMAS OFFERED A FRIENDLY AMENDMENT TO REPLACE (I A.) AFTER THE WORDS “PRESIDING OFFICER AND COUNCIL CHAIRMAN” WITH THE WORD “CHAIR” THROUGHOUT THE DOCUMENT. THE FRIENDLY AMENDMENT WAS ACCEPTED.

MR. DUMAS MOTIONED, SECONDED BY MR. KADEEM TO AMEND:

- V - AGENDA — STRIKE “VOTE OF SEVEN (7) COUNCIL MEMBERS” AND REPLACE WITH “2 COUNCIL MEMBERS”.
- (XXXVIII – paragraph 1) PUBLIC FORUM — STRIKE VERBIAGE “REGULAR COUNCIL MEETINGS” AND REPLACE WITH “ALL COUNCIL MEETINGS”

CHAIRPERSON DAPONTE CALLS FOR THE VOTE ON MS. ANTEZZO’S AMENDMENTS. MR. DUMAS RAISED A POINT OF PROCEDURE. THE MOTION TO AMEND PASSED WITH 9 IN FAVOR AND 1 (MR. KADEEM) OPPOSED.

MR. DUMAS MOVED TO VOTE ON THE FRIENDLY AMENDMENTS. MS. MANUS AND MR. KADEEM COMMENTED ON THE PUBLIC FORUM REVISION (XXXVIII). THE CHAIR CALLED FOR A VOTE ON THE AMENDMENTS. MR. DUMAS RAISED A POINT OF PROCEDURE.

MS. ANTEZZO MOTIONED TO DIVIDE THE QUESTION, SECONDED BY MR. DUMAS. THE MOTION TO DIVIDE CARRIED 10 TO 0.

MR. BISHOP RULES re: V. AGENDA: VOTE OF SEVEN (7) vs. VOTE OF TWO (2). MR. DUMAS APPEALS THE RULING. THE CHAIR CALLS THE QUESTION.

THE AMENDMENT TO V AGENDA - (VOTE FROM 7 TO 2) FAILED WITH 6 IN FAVOR AND 4 OPPOSED VIA ROLL CALL VOTE AS FOLLOWS: MR. DUMAS — YES, MR. KADEEM — YES, MR. HARDEN — NO, MR. GRESKO — NO, MR. YOUNG — NO, MS. ANTEZZO — YES, MR. CHASE — YES, MR. LLEWELYN — YES, MS. MANUS — YES, MS. DAPONTE — NO.

THE AMENDMENT TO XXXVIII (PUBLIC FORUM) PASSED 10 TO 0 VIA ROLL CALL VOTE AS FOLLOWS: MR. DUMAS — YES, MR. KADEEM — YES, MR. HARDEN — YES, MR. GRESKO — YES, MR. YOUNG — YES, MS. ANTEZZO — YES, MR. CHASE — YES, MR. LLEWELYN — YES, MS. MANUS — YES, MS. DAPONTE — YES.

Mr. Dumas presents 2 Ordinances.

Stratford Town Council meeting recessed: 9:25 p.m.

Stratford Town Council meeting reconvened: 9:37 p.m.

Messrs. Bishop and Florek present a ruling re: Acceptance and voting on the Council Rules of Procedure and amendments.

A MOTION TO ADOPT THE RULES OF PROCEDURE AS INITIALLY AMENDED BY MS. ANTEZZO WAS MADE BY MS. ANTEZZO AND SECONDED BY MR. CHASE. THE MOTION PASSED 9 TO 1 VIA ROLL CALL VOTE AS FOLLOWS: MR. DUMAS — YES, MR. KADEEM — NO, MR. HARDEN — YES, MR. GRESKO — YES, MR. YOUNG — YES, MS. ANTEZZO — YES, MR. CHASE — YES, MR. LLEWELYN — YES, MS. MANUS — YES, MS. DAPONTE — YES.

A MOTION TO ADOPT THE RULES OF PROCEDURE AS INITIALLY PROPOSED BY MR. DUMAS (NOT TO INCLUDE FAILED ITEM V – a.k.a. VOTE FROM 7 TO 2) WAS MADE BY MR. CHASE AND SECONDED BY MR. DUMAS. ADOPTION PASSED 7 TO 3 VIA ROLL CALL VOTE AS FOLLOWS: MR. DUMAS — YES, MR. KADEEM — YES, MR. HARDEN — NO, MR. GRESKO — NO, MR. YOUNG — NO, MS. ANTEZZO — YES, MR. CHASE — YES, MR. LLEWELYN — YES, MS. MANUS — YES, MS. DAPONTE — YES.

A MOTION TO ADOPT THE RULES OF PROCEDURE AS INITIALLY AMENDED BY MR. DUMAS (PUBLIC FORUM AT ALL COUNCIL MEETINGS) WAS MADE BY MR. YOUNG AND SECONDED BY MR. LLEWELYN. ADOPTION PASSED 10 TO 0 VIA ROLL CALL VOTE AS FOLLOWS: MR. DUMAS — YES, MR. KADEEM — YES, MR. HARDEN — YES, MR. GRESKO — YES, MR. YOUNG — YES, MS. ANTEZZO — YES, MR. CHASE — YES, MR. LLEWELYN — YES, MS. MANUS — YES, MS. DAPONTE — YES.

WAIVER OF COUNCIL RULES OF PROCEDURE

A MOTION WAS MADE BY MR. DUMAS SECONDED BY MR. YOUNG TO WAIVE THE COUNCIL RULES OF PROCEDURE TO ADD TWO ORDINANCES:

1. AN ORDINANCE AMENDING CHAPTER 15 TO IMPLEMENT A TEMPORARY HIRING FREEZE AND OTHER FINANCIAL RESTRAINTS
2. AN ORDINANCE AMENDING CHAPTER 15 TO REQUIRE REAUTHORIZATION FOR PREVIOUSLY APPROVED CAPITAL IMPROVEMENTS

THE MOTION PASSED 7 TO 3 VIA ROLL CALL VOTE AS FOLLOWS: MR. DUMAS — YES, MR. KADEEM — YES, MR. HARDEN — NO, MR. GRESKO — NO, MR. YOUNG — YES, MS. ANTEZZO — YES, MR. CHASE — YES, MR. LLEWELYN — YES, MS. MANUS — YES, MS. DAPONTE — NO.

A MOTION WAS MADE BY MR. DUMAS, SECONDED BY MR. KADEEM TO AMEND THE AGENDA TO INCLUDE THE ORDINANCES BELOW (#15-17 AND #15-18). THE MOTION PASSED 10 TO 0 VIA ROLL CALL VOTE AS FOLLOWS: MR. DUMAS — YES, MR. KADEEM — YES, MR. HARDEN — YES, MR. GRESKO — YES, MR. YOUNG — YES, MS. ANTEZZO — YES, MR. CHASE — YES, MR. LLEWELYN — YES, MS. MANUS — YES, MS. DAPONTE — YES.

1. AN ORDINANCE AMENDING CHAPTER 15 TO IMPLEMENT A TEMPORARY HIRING FREEZE AND OTHER FINANCIAL RESTRAINTS (#15-17)

Sponsored by: Hon. Mark Dumas, Second District Council Member

RESOLVED: that the first reading of the above entitled Ordinance be and is hereby dispensed with as copies thereof have been previously furnished to each member of the Town Council, and that the same be adopted as a first reading and referred to the Ordinance Committee for a public hearing. (*Appended*).

2. AN ORDINANCE AMENDING CHAPTER 15 TO REQUIRE REAUTHORIZATION FOR PREVIOUSLY APPROVED CAPITAL IMPROVEMENTS (#15-18)

Sponsored by: Hon. Mark Dumas, Second District Council Member

RESOLVED: that the first reading of the above entitled Ordinance be and is hereby dispensed with as copies thereof have been previously furnished to each member of the Town Council, and that the same be adopted as a first reading and referred to the Ordinance Committee for a public hearing. (*Appended*).

A MOTION WAS MADE BY MR. DUMAS SECONDED BY MR. KADEEM TO DISPENSE WITH THE FIRST READING OF THE FOREGOING 2 ORDINANCES. THE MOTION PASSED 10 TO 0.

Discussion ensued re clarification of meeting schedules, Ordinance Committee public hearing legal notices. Mr. Harden called the question.

A MOTION WAS MADE BY MR. DUMAS, SECONDED BY MR. YOUNG TO REFER THE FOREGOING 2 ORDINANCES TO ORDINANCE COMMITTEE FOR A PUBLIC HEARING. THE MOTION PASSED 10 TO 0 VIA ROLL CALL VOTE AS FOLLOWS: MR. DUMAS — YES, MR. KADEEM — YES, MR. HARDEN — YES, MR. GRESKO — YES, MR. YOUNG — YES, MS. ANTEZZO — YES, MR. CHASE — YES, MR. LLEWELYN — YES, MS. MANUS — YES, MS. DAPONTE — YES.

7. ADJOURNMENT — Chairman Daponte announced: (1) applications are available for Committees/Commissions/Boards potential members (2) invitation to public for refreshments in front lobby of Town Hall (3) budget workshops will take place. Hearing no further discussion in connection with the above agenda items or further business, Chairman Daponte called for a motion to adjourn. ON A MOTION MADE BY MR. KADEEM AND SECONDED BY MR. YOUNG, IT WAS VOTED 10 TO 0 TO ADJOURN THE MEETING AT 10:05 p.m.

ATTESTED BY:

Carol Cabral

Carol Cabral, Council Clerk

STRATFORD TOWN COUNCIL RULES OF PROCEDURE*(See Charter, Section 2.1.4.)*

Adopted December 14, 2015

I DEFINITION

A. *Presiding Officer* and Council Chair shall have the same meaning in these Rules of Procedure and in all Council records, correspondence, ordinances, resolutions, communications, documents and other matters as the term "*Council ~~Chairman~~ Chair*" which is defined in Section 2.1.5 of the Charter of the Town of Stratford.

B. *The Public* shall include residents and taxpayers of the Town of Stratford.

II PRESIDING OFFICER AND RECORD

A. The Council ~~Chairman~~ Chair, or in the absence of the Council ~~Chairman~~ Chair, a ~~Chairman~~ Chair Pro Tempore as appointed by the Council shall preside at all Council meetings, and on the appearance of a quorum shall call the members to order. The Council ~~Chairman~~ Chair, or in the absence of the Council ~~Chairman~~ Chair, a ~~Chairman~~ Chair Pro Tempore, shall cause the records of the previous meeting to be read unless such action is waived by a majority vote of all members of the Council. (*See Charter, Section 2.1.5.*)

B. The Council ~~Chairman~~ Chair shall not be removed from such appointment except by the affirmative vote of ~~eight (8)~~ seven (7) members of the Council taken by roll call.

C. This aforementioned Rule (Numbered II.B.) shall not be changed except by the affirmative vote of eight (8) Council Members taken by roll call.

III ORDER AND APPEAL

The Presiding Officer shall preserve order and decorum and shall decide all questions of order upon which no debate shall be allowed except by request of the presiding officer, but any such decision shall be subject to an appeal to the Council made by motion regularly seconded and decided by a majority vote of the council members in attendance at the meeting. Debate shall be allowed on appeal.

IV ORDER OF BUSINESS

The Order of Business shall be as follows:

First: Approval the Minutes of the previous meeting.

Second: Ceremonial presentations and awards as properly noticed in the meeting's council agenda.

Third: Council Member's response to comments from public forum.

Fourth: Reading and disposing of communications, bills, petitions, remonstrances and memorial, or other matters, which may be referred to an appropriate Committee, Board, or Town

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Officer by the Council ~~Chairman~~ Chair. Such reference shall be subject to an appeal to the Council, whereby such dispositions shall be determined by a majority of the Council present.

Fifth: Reading and disposing of reports of the Mayor, Committee Reports and Town Attorney.

Sixth: Questions for the Mayor.

Seventh: Unfinished and/or Old Business.

Eighth: Ordinances and Resolutions.

Ninth: New Business.

Tenth: Adjournment.

V AGENDA

A. The Council Clerk shall prepare an agenda relating to the order of business to be considered at the regular Council meetings. All new business to be included in such agenda shall be presented to the Council Clerk in its complete text not later than four-thirty (4:30) P.M. on the ~~Wednesday~~ Tuesday preceding the next regular Council meeting at which the matter is to be considered. The Council ~~Chairman~~ Chair must approve any matter requested to be placed on the agenda. An item may be added to the Council agenda only with a vote of seven (7) Council Members at the regularly scheduled.

B. The Council Clerk shall distribute copies of the agenda to each Council Member, the Mayor, Chief administration officer, the Town Attorney and Assistant Town Attorneys, on or before the ~~Thursday~~ Wednesday preceding the date of the regular Council meeting.

VI FILLING VACANCIES

Only a properly distributed agenda requesting an appointment to fill a vacancy shall be acted upon at the meeting at which it is presented; other requests to fill a vacancy shall be placed upon the agenda for the next meeting of the Council, regular or special, as the case may be, at which time action in filling the vacancy may be taken.

VII QUORUM

A quorum of the Council shall consist of six (6) Council Members. (*See Charter, Section 2.1.4.*)

VIII ORDER OF MOTIONS AND DETERMINATION OF VOTES

A. During debate, only the following motions shall be received by the Council ~~Chairman~~ Chair, and they shall have precedence in the following order:

- (1) To fix the time of adjournment (which may be amended as to time).
- (2) To adjourn.
- (3) To reconsider.
- (4) To lay on the Table.
- (5) To move the previous question.

The preceding motions (1 through 5) shall not be debatable nor subject to amendment, except as stated above.

- (6) To postpone to a time certain.
- (7) To commit or to recommit.
- (8) To amend.
- (9) To postpone indefinitely (which may not be amended).

The preceding motions (6 through 9) shall be debatable and subject to amendment, except as stated above.

B. The Presiding Officer shall declare all votes. If a vote be doubted, the presiding officer shall order a roll call vote or any member of the Council may request a roll call vote.

C. Any of the aforesaid motions shall be carried by a majority vote of the Council Members in attendance at the meeting of the Council.

IX WITHDRAWAL AND RECONSIDERATION OF MOTIONS

A. A motion may be withdrawn by the mover at any time before a decision or amendment.

B. In the event a motion has been carried, whether in the affirmative or negative, it shall be in order for any member who voted with the prevailing side to move a reconsideration thereof at the same, or at the regular meeting next succeeding the meeting at which the vote was taken, and such motion shall take precedence over all other questions except a motion to fix the time to which to adjourn and to adjourn.

C. However, no question shall be twice reconsidered, nor shall any vote which has caused action that cannot be reversed be reconsidered.

X MOTION IN WRITING

The presiding officer shall state any motion which is made and seconded. A motion which is in writing shall be read aloud to debate unless copies of same have been distributed to all Council Members. Any motion shall be reduced to writing at the request of the presiding officer or of any Council Member.

XI ROLL CALL VOTE ON FINAL PASSAGE OF ORDINANCE

A roll call vote shall be taken upon the final passage of any ordinance.

XII AMENDMENTS AND DIVISIONS

No motion or proposition on a subject different from that under consideration shall be recognized by way of an amendment. Any Council Member may move for a division of the question when each of the divided questions may be acted upon properly. An affirmative vote of the majority of the Council Members in attendance at the meeting of the Council shall be necessary to divide a question,

XIII COUNCIL COMMITTEES AND OTHER APPOINTMENTS

- A. A majority of the Council shall appoint, except as otherwise provided by Charter or State Law, such Committees and their members, as it deems necessary for the proper conduct of Town affairs.
- B. Except as otherwise provided by Charter or State Law, a majority of the Council Shall also have the power to appoint Council representation to any Board, Commission, Conference, Committee or other body which may request the same.
- C. Once duly appointed and ratified by a majority vote of ~~six (6)~~ seven (7) Council Members, the appointment of the Committee Members and the Council Clerk shall not be changed except by the affirmative vote of ~~six (6)~~ seven (7) Council Members taken by roll call.
- D. Subject to these Rules of Procedure, all Council Members shall have the right to address any Committee of the Town Council.
- E. On all Council Committees and other appointments except as otherwise provided by law, a Council Member may appoint an alternate to represent him/her at a meeting of said committee of which they are a member. That appointee can only be another Council Member appointed by the Council Member who is not going to be present at said meeting. The alternate Council Member will be allowed to make any appropriate motions and vote on any and all issues that come before that committee on that date. The Council Member who will be absent must notify the ~~Chairman~~ Chair of said committee, either verbally or a note or a Fax or an E-mail stating whom the alternate Council Member will be.
- F. This Rule shall not be changed except by the affirmative vote of seven (7) Council Members taken by roll call.

XIV DUTIES OF COMMITTEES

- A. The Chair of each Committee shall appoint the Committee Secretary.
- B. All Committee meetings shall be tape recorded and such recordings shall be filed with the Town Clerk and said tape recordings be kept for a period of time not less than the term of the Town Council during which they were recorded. In no event, however, shall said tape recordings be kept for a period of time less than a quarter of a year.
- C. Each Committee shall keep written minutes, copies of which shall be distributed to each Council Member and filed with the Town Clerk.
- D. Each Committee, Board, or Town Officer to which may be referred any petition, matter or thing, shall present their report at the next regular meeting of the Council after such reference, unless otherwise specifically directed. Extensions of time for the filing of such report may be granted at the discretion of the Council ~~Chairman~~ Chair.

XV COMMITTEE REPORTS

All reports of Committees, Boards, or Town Officers shall be in writing and accompanied by such order, resolution or bill as said Committee, Board or Town Officer shall recommend for the action of the Council. Upon reading of a report, if no motion is made the question shall always be upon the order, resolution or bill, if any contained therein; and when the question is

determined, upon the acceptance of the report. Orders, resolutions or bills reported by the Committee, Board or Officer may be recommitted, together with the report, at any time prior to passage or rejection of the same.

XVI COMMITTEE MINORITY REPORTS

The Council shall act upon any minority report of a Committee even though a majority report on the matter or subject in question is not submitted by said Committee.

XVII REFERENCES TO COMMITTEES

Any new business relating to an ordinance, order, resolution, or other matter appropriately requiring Committee action may be referred to any Committee, except as follows, and unless determined to the contrary by a majority vote of the Council Members present:

A. All resolutions or petitions relating to the adoption or amending of any ordinance shall be referred to the ORDINANCE COMMITTEE.

B. All claims, resolutions, petitions, or other matters relating to general government of the Town and for which no appropriate Committee may exist, may be referred to the FINANCE AND CLAIMS COMMITTEE; and all resolutions, petitions, ordinances, or other matters relating to the appropriation of money shall be referred to the FINANCE AND CLAIMS COMMITTEE.

XVIII ENDORSEMENTS AND PRESENTATIONS

All written resolutions and ordinances shall be endorsed with the name of a "*sponsor*" who shall be a Council Member. If no "sponsor" is named, the entire Council can sponsor the ordinance or resolution. A resolution or ordinance shall be considered in the order of its presentation unless a subsequent matter is prior in its nature

XIX RESTRICTIONS ON SPEAKING

Only Council Members and the Mayor shall be recognized to speak at meetings of the Town Council except for those persons a Council Member wishes to question. No member or the Mayor shall speak more than once on a question until each member and the Mayor choosing to speak has done so. In the event two or more members and or the Mayor desire recognition at the same time, the presiding officer shall designate the member or the Mayor to speak first. All remarks shall be directed to the Council ~~Chairman~~ Chair and be confined to and be germane to the question in debate. A speaker permitted to speak pursuant to these rules shall not be interrupted by another except by a call to order or to correct a mistake.

XX VOTE ON ORDINANCES AND RESOLUTIONS

A. Every ordinance or resolution shall require, for final passage, the affirmative vote of six (6) Council Members or, in the event of a tie vote of 5-5, the affirmative vote of five (5) Council Members and the Mayor. *See Charter, Section 2.2.8.*

B. Further, any ordinance providing for the issue of bonds shall require the affirmative vote of

seven (7) Council Members. *See Charter, Section 2.2.4.*

C. Further, any ordinance or resolution, which, pursuant to the charter, Town Code or other law, requires the affirmative vote of a greater number of Council Members, shall require the affirmative vote of that number.

XXI VOTE ON TRANSFER OF FUNDS

Authorization of the transfer of funds shall require the affirmative vote of seven (7) Council Members. *See Charter, Section 6.2.5.*

XXII ADOPTION OF ORDINANCES

No ordinance shall be passed until it has been read at two (2) separate meetings or unless such readings are dispensed with by vote of seven (7) Council Members. The final reading shall be in full, unless the measure shall have been printed or typewritten and a copy thereof furnished to each member prior to such readings. *See Charter, Section 2.2.8.*

XXIII SPECIAL APPROPRIATIONS

A special appropriation of money shall be approved by the affirmative vote of six (6) Council Members taken by roll call; but the Council shall have no power to make any special appropriation out of unappropriated revenues unless the revenues of the Town are sufficient for the purpose.

XXIV VOTE REQUIRED OF MEMBERS

No Council Member shall be excused from voting, except on matters involving a conflict of interest. *See Charter, Section 2.2.8.* Further, no Council Member shall be permitted under any circumstances whatever to vote after the decision is announced from the Council ~~Chairman~~ Chair.

XXV PARLIAMENTARY LAW

All differences of opinion in regard to points of order or modes of proceeding not herein otherwise provided for shall be governed by Parliamentary practice as set forth in "*Robert's Rules of Order.*"

The Council ~~Chairman~~ Chair may refer all unresolved questions of Parliamentary procedure to the Town Attorney or Assistant Town Attorney present at the current meeting for his or her interpretative ruling.

In the absence of the Town Attorney or Assistant Town Attorney present at the current meeting, the Council ~~Chairman~~ Chair may appoint a substitute person designated as Council Parliamentarian to refer questions of Parliamentary procedure for his or her substitute interpretative ruling.

XXVI SUSPENSION OF RULES

These Rules may be suspended at any meeting of the Council by the affirmative vote of seven (7) Council Members. A motion made hereunder shall designate the particular rule proposed to be suspended and the purpose of the proponent.

XXVII SUSPENSION CHANGE OF RULES

The foregoing Rules, except such as are Charter provisions and except as otherwise provided, may be repealed, amended, or new ones added by resolution approved ~~suspended at any meeting of the Council~~ by the affirmative vote of seven (7) Council Members. ~~A motion made hereunder shall designate the particular rule proposed to be suspended and the purpose of the proponent.~~

XXVIII PUBLIC FORUM

A public forum of not more than seventy (70) minutes in length shall be held prior to ~~each regular~~ all Council meetings and shall commence seventy five (75) minutes prior to such meeting until concluded, during which time members of the public may address the Council on any appropriate matter.

A registration form will be made available prior to the public forum until 45 minutes from the end of the forum and members of the public wishing to address the Council shall enter their names upon said form. Only those persons so registered shall be entitled to address the Council at the public forum. The Council ~~Chairman~~ Chair at the commencement of each public forum shall impose a time limit, which is appropriate to the circumstances but not to exceed five (5) minutes, on each speaker. Should any member of the public wish to address the Council for a period in excess of five (5) minutes, that member should prepare a written communication and forward the same to the Council ~~Chairman~~ Chair. The Council ~~Chairman~~ Chair shall cause copies of the same to be distributed to each Council member in an expeditious manner.

Notwithstanding any rule regarding the suspension of these Rules of Procedure, the limitations imposed by this section XXVIII may be waived by an affirmative vote of six (6) Council Members.

AN ORDINANCE AMENDING CHAPTER 15 TO IMPLEMENT A TEMPORARY HIRING
FREEZE AND OTHER FINANCIAL RESTRAINTS (#15-17)

WHEREAS, an anticipated budget deficit has been created due to the repeal by referendum of the Town of Stratford's concurrent ordinance to become a constituent municipality of the Greater New Haven Water Pollution Control Authority and the repeal by referendum of the Town Council's resolution authorizing an asset purchase agreement between the Town of Stratford and Greater New Haven Water Pollution Control Authority; and

WHEREAS, Section 2.2.1 of the Charter of the Town Council vests in the Town Council the authority to pass ordinances relative to the appropriation of Town funds and regulation of the various Town departments; and

WHEREAS, it is in the interests of the Town of Stratford and public to respond to the current budget challenges by imposing a temporary hiring freeze that is transparent, timely, and sensitive to the needs of affected departments and the public;

NOW, THEREFORE, BE IT ORDAINED:

That Chapter 15, Section 15.2, which was reserved for future use by Ord. No. 00-04, be amended to state the following:

A. TEMPORARY HIRING FREEZE

(1) Purpose. The purpose of this chapter is to impose a temporary freeze on the filling of vacancies in employment with the Town of Stratford. The hiring freeze is intended to promote the public interest and minimize the impacts of projected budget constraints on Town programs and employees.

(2) Application. This chapter shall apply to all regular, temporary, and acting positions of Town employment, excluding employment with the Board of Education.

(3) Positions to remain vacant. There is hereby imposed a hiring freeze on all positions of Town employment subject to this chapter under which the filling of any current or future vacancy is prohibited except as expressly provided in this section.

B. The Town Council may by motion exempt one or more specific positions from application of this section upon a determination that the position is:

- (1) necessary for performance of a critical health or safety function;
- (2) necessary for satisfaction of a legal mandate;
- (3) necessary for efficient and cost-effective operation of the Town; or
- (4) substantially funded by a federal or state grant or other dedicated revenue source and is necessary to carry out a Town obligation under a related grant or other contract.

C. Any action exempting an appointment from application of this section will be made at a public meeting of the Town Council after consultation with the requesting elected official as provided for herein.

D. Any elected official may request that the Town Council exempt an appointment from application of this section. The request must be in writing to the chairperson of the Town

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Council and shall include relevant fiscal information. The Town Council chairperson shall place such requests on the agenda for the next regular, special, or emergency Town Council meeting.

E. This section does not limit the authority of the Mayor to impose additional restrictions on appointed executive department employees subject to the Charter and Code of the Town of Stratford.

F. The Mayor and appointed executive departments subject to the supervisory authority of the Mayor shall take no action, by executive order or otherwise, that purports to limit personnel decisions of Town officials or agencies not subject to the supervisory authority of the Mayor except as expressly authorized by ordinance.

G. Town officials and agencies not subject to the supervisory authority of the Mayor, may take actions to limit Town personnel costs not provided for in this ordinance to the extent consistent with this ordinance and the Town budget.

H. REAUTHORIZATION FOR PREVIOUSLY APPROVED CAPITAL IMPROVEMENTS

(1) No expenditures shall be made or contracts executed by the Town for any public works, improvements, and any expenditures previously approved by the Town Council through the capital improvement program for any fiscal year without being re-approved by the Town Council subsequent to December 14, 2015.

(2) This section shall not apply to any agreements executed prior to December 14, 2015 or other legal obligations that were incurred prior to December 14, 2015.

I. This section is repealed effective June 30, 2016.

J. Savings and transition.

(1) This ordinance shall not apply to any bona fide offer of Town employment tendered and accepted prior to adoption and actual notice of this ordinance, regardless of when the employee actually begins work for the Town.

(2) The clerk of the council shall forthwith distribute copies of this ordinance to all Town elected officials and department heads and to such other Town officers as directed by the chairperson. Findings and effective date. The Town Council finds as a fact that this ordinance is necessary on the ground of an urgent public need for the preservation of peace, health, safety and property as the 2016 Fiscal Year budget was approved with anticipated funding from the sale of certain assets to the Greater New Haven Water Pollution Control Authority for public health and safety services provided by the Town of Stratford and Stratford Water Pollution Control Authority that because of the need for expedited action to minimize risks and costs to the Town and respond to current budget challenges by imposing a temporary hiring freeze that is clear, enforceable, transparent, timely, and sensitive to the needs of affected agencies and the public, and that this ordinance is necessary for the support of Town government and its existing institutions. Based on the foregoing, the Town Council declares that an emergency exists and this ordinance shall take effect immediately as an emergency measure on the ground of an urgent public need for the preservation of peace, health, safety or property the facts showing such urgency and need being specifically stated in the ordinance itself

AN ORDINANCE AMENDING CHAPTER 15 TO REQUIRE REAUTHORIZATION FOR PREVIOUSLY APPROVED CAPITAL IMPROVEMENTS (#15-18)

WHEREAS, an anticipated budget deficit has been created due to the repeal by referendum of the Town of Stratford's concurrent ordinance to become a constituent municipality of the Greater New Haven Water Pollution Control Authority and the repeal by referendum of the Town Council's resolution authorizing an asset purchase agreement between the Town of Stratford and Greater New Haven Water Pollution Control Authority; and

WHEREAS, Section 2.2.1 of the Charter of the Town Council vests in the Town Council the authority to pass ordinances relative to the appropriation of Town funds and regulation of the various Town departments; and

WHEREAS, it is in the interests of the Town of Stratford and public to respond to the current budget challenges by imposing a financial restraints that are transparent, timely, and sensitive to the needs of affected departments and the public;

NOW, THEREFORE, BE IT ORDAINED:

That Chapter 15, Section 15.2, which was reserved for future use by Ord. No. 00-04, be amended to state the following:

A. REAUTHORIZATION FOR PREVIOUSLY APPROVED CAPITAL IMPROVEMENTS

(1) No expenditures shall be made or contracts executed by the Town for any public works, improvements, and any expenditures previously approved by the Town Council through the capital improvement program for any fiscal year without being re-approved by the Town Council subsequent to December 14, 2015.

(2) This section shall not apply to any agreements executed prior to December 14, 2015 or other legal obligations that were incurred prior to December 14, 2015.

B. This section is repealed effective June 30, 2016.

C. Transition.

(1) The clerk of the council shall forthwith distribute copies of this ordinance to all Town elected officials and department heads and to such other Town officers as directed by the chairperson. Findings and effective date. The Town Council finds as a fact that this ordinance is necessary on the ground of an urgent public need for the preservation of peace, health, safety and property as the 2016 Fiscal Year budget was approved with anticipated funding from the sale of certain assets to the Greater New Haven Water Pollution Control Authority for public health and safety services provided by the Town of Stratford and Stratford Water Pollution Control Authority that because of the need for expedited action to minimize risks and costs to the Town and respond to current budget challenges by imposing a financial restraints that are clear, enforceable, transparent, timely, and sensitive to the needs of affected agencies and the public, and that this ordinance is necessary for the support of Town government and its existing institutions. Based on the foregoing, the Town Council declares that an emergency exists and this ordinance shall take effect immediately as an emergency measure on the ground of an urgent public need for the

preservation of peace, health, safety or property the facts showing such urgency and need being specifically stated in the ordinance itself.