

Representative Town Meeting, Town of Darien  
Town Government Structure and Administration Committee  
MINUTES - March 12, 2013.

The meeting was called to order at 7:40pm by Chairman Kemp, noting that the approval of the minutes from the prior meeting would be postponed until a quorum was achieved.

Upon achieving a quorum, six members were present: Chair Frank Kemp, Vice-Chair Frank Huck, Jeff Martson, Seth Morton, Lloyd Plehaty and Deepika Saskena.

Absent were: Clerk Phyllis Hawkins, Gene Coyle, Derek Lubin, Harry McLachlin, Cecilia Mundt. Notes were taken by the Chairman and forwarded to the Clerk for preparation of the record.

The agenda for the meeting was reviewed, with a walk-through of the hand-out available for reference. All of the hand-out material was drawn from the Municode copy of the Charter or the reports of the Charter Revision Commissions of 1999 and 2008.

The Charter review and updating effort was reviewed, with reference to the following projects: CHAPTER V and CHAPTER XI - BOARD OF FINANCE and FINANCE AND TAXATION. Harry McLachlin and Frank Huck have volunteered to lead this team and will arrange an orientation meeting as soon as possible.

#### CHAPTER VI – DEPARTMENT OF PUBLIC WORKS

Deepika Saskena and Jeff Martson have volunteered to lead this team. A meeting with the Director of Public Works Bob Steeger will be arranged as soon as possible.

#### CHAPTER XVI – MISCELLANEOUS

Lloyd Plehaty volunteered to work on this project, working with Town Counsel to identify the obsolete provisions and the areas requiring update.

#### APPENDIX B – TOWN OF DARIEN RULES OF PROCEDURE OF THE RTM

Frank Kemp will work with Town Counsel to prepare the bill to restore the provisions for calling a special town meeting to the Charter. This material was inadvertently moved to Appendix B last year.

#### CHAPTER II – OFFICERS AND ELECTIONS

Frank Kemp will work with Town Counsel to prepare a bill that will amend this chapter to bring the canvass of voters into compliance with the provision of the General Statutes.

#### FEE AND FINE DOCUMENTATION

This topic was not discussed as it has not been forwarded for review by the Rules Committee.

The minutes of the January 15, 2013 meeting were reviewed and approved.

There being no further business, the meeting was adjourned at 8:45 p.m.

The next scheduled meeting of the committee will be April 30, 2013, 7:30pm, Room 213, Town Hall.

Respectfully submitted,

Phyllis Hawkins, Clerk