

TOWN COUNCIL MAJORITY OFFICE

ORDINANCE COMMITTEE

MARCH 27, 2014

PRESENT Rich Kehoe, Temporary Chair; Councillor Esther Clarke  
ABSENT Councillor Bill Horan  
ALSO Registrars of Voters Mary Mourey and Judi Shanahan  
PRESENT Bernard Corona, Veterans Affairs Commission Member  
Vincent Parys, Veterans Affairs Commission Member

CALL TO ORDER

Temporary Chair Kehoe called the meeting to order at 6:36 p.m.

NOMINATION OF OFFICERS

Chair

Esther Clarke nominated Rich Kehoe as Chair of the Ordinance Committee. By a vote of 2/0, Rich Kehoe was elected Chair.

Secretary

Esther Clarke nominated Bill Horan as Secretary of the Ordinance Committee. By a vote of 2/0, Bill Horan was elected Secretary.

ADOPTION OF RULES GOVERNING MEETINGS

MOTION By Esther Clarke  
seconded by Rich Kehoe  
to **adopt** Robert's Rules of Order as the rules that shall govern  
parliamentary procedure at all subcommittee meetings, with the exception  
that (1) the Chair shall not be required to restate the motion of any  
Council member unless requested by another Councillor, or when in the  
discretion of the Chair, such restatement is necessary to avoid any  
confusion as to the motion; and (2) where such rules are in conflict with  
the provisions of the State Statutes, the Town Charter, or Town  
Ordinances.  
Motion carried 2/0.

ESTABLISHMENT OF MEETING DATES

MOTION By Esther Clarke  
seconded by Rich Kehoe  
to **hold** meetings at the **call** of the Chair.  
Motion carried 2/0.

## STORAGE OF RECORDS

MOTION        By Esther Clarke  
                  seconded by Rich Kehoe  
                  to **store** records in the Town Council office.  
                  Motion carried 2/0.

## APPROVAL OF MINUTES

### September 30, 2013 Meeting

MOTION        By Esther Clarke  
                  seconded by Rich Kehoe  
                  to **table** the approval of the September 30, 2013 meeting minutes until the  
                  next Ordinance meeting.  
                  Motion carried 2/0.

## OPPORTUNITY FOR RESIDENTS TO SPEAK

None

## OLD BUSINESS

None

## NEW BUSINESS

### Registrars of Voters

The Registrars of Voters are currently paid \$20,000 annually. They noted that the salary had not been increased since 2010 and proposed an annual salary of \$22,250, with an increase for the Deputy Registrars to \$4000 annually. The additional responsibilities which the Registrars have acquired since 2010 include on-line voting, election-day registration, dual language documentation for all voting information, oversight of the new electronic voting machines and additional training required by the state of Connecticut.

The Committee requested further information with regard to the additional responsibilities and time commitment of the Registrars. The Registrars agreed to provide that to the Committee prior to the Committee making any further determination on this subject.

The Registrars also noted that of the surrounding towns all of the Registrars are part-time – typically Tuesday, Wednesday and Thursday for part of the day. East Hartford Registrars work 11AM to 3PM Tuesday, Wednesday and Thursday, with extended hours depending on circumstances, such as pending elections. The following towns and salaries for Registrars and Voters are: Manchester \$22,000 plus health benefits and the Deputy Registrars are on-call; Newington \$28,000; South Windsor \$34,000 and Deputy Registrars are paid \$20 hourly; Glastonbury paid hourly from Noon-2PM on Tuesday, Wednesday and Thursday; Vernon \$27,000.

Esther Clarke abstained from any discussion on this matter. The Committee took no further action on this item pending receipt of further information from the Registrars.

*To accommodate those present, the Committee took the following item out of order.*

#### East Hartford Veterans Affairs Commission

The Chair reviewed the provisions of Public Act 13-34 which requires cities and towns to designate a veterans service contact person. The new statute was effective October 1, 2013 and requires a town designate either a town employee or a town resident to be a veterans service contact person or pay for a veterans service officer for the town to be designated as the veterans service contact person. The committee discussed with the Veterans Affairs Commission members present exactly what this contact person would be doing, but it was unclear. PA13-34 does provide that the Commissioner of the Department of Veterans Affairs shall establish a veterans advocacy and assistance unit that will conduct annual training courses for the veterans service contact person. Chair Kehoe indicated that he would ask the Department of Veterans Affairs what this training course would entail and whether the Department had any specific information as to the types of knowledge and experience that a veterans service contact person should have. Once that information is received it will be distributed to the Veterans Affairs Commission who is requested to provide input to the Ordinance Committee prior to the Committee taking any further action.

#### Pension & Retiree Benefits Board Jurisdiction

The Committee reviewed the Charter provision, the Town Ordinance and the pension contract language regarding the duties of the Pension & Retirees Benefits Board (Board) jurisdiction. It was determined that the Corporation Counsel had issued an opinion stating that the Board had certain authority to arbitrate disputes between the town employee and the town regarding the amount of pension but does not independently establish the pension amount. The opinion indicated that the Board has additional authority with regard to disability determinations and investments of the pension fund. The Committee agreed it would be best to clarify the Board's jurisdiction consistent with Corporation Counsel's opinion in an ordinance so that it is clear to all future Board members exactly what the authority of the Board is.

The Committee took no further action on this matter pending a receipt of a draft ordinance for its review.

#### ADJOURNMENT

MOTION            By Esther Clarke  
                         seconded by Rich Kehoe  
                         to **adjourn** (7:40 p.m.)  
                         Motion carried 2/0.

cc: Mayor Leclerc  
Town Council  
Mike Walsh, Finance Director  
Rich Gentile, Assistant Corporation Counsel  
Registrars of Voters: Mary Mourey and Judi Shanahan  
Bernard Corona, VTs Affairs Commission  
Vincent Parys, VTs Affairs Commission