



## CITY OF DANBURY

155 DEER HILL AVENUE  
DANBURY, CONNECTICUT 06810  
www.danbury-ct.gov

**ELISA ETCHETO**  
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### **MEETING NOTICE**

**Who:** City Council – Ad Hoc Committee

**When:** **5:30P.M. – Wednesday, January 24, 2024**

**Where:** 3C, 3<sup>rd</sup> Floor  
City Hall, 155 Deer Hill Avenue

**Purpose:** Charter Revision (2024)

*\*Agenda Item on file in the Legislative Assistant's Office*

**Committee Members, Department Representatives & Petitioners:**

Joseph Britton, Chair  
Andrea Gartner, Council  
Elmer Palma, Council  
Corporation Counsel Representative  
Mayor's Office

**Posted:** Town Clerk                      Information Board                      City Website Calendar

# CITY COUNCIL MEETING JANUARY 4, 2024

The meeting will be called to order at 7:30 PM

## PLEDGE OF ALLEGIANCE & PRAYER

## ROLL CALL

Hawley, Rickert, Simone, Gartner, Salvatore, Peter Buzaid, Emile Buzaid, Coelho, Lapine, Ratchford, Dennis Perkins, VACANT, Palma, Robinson, Britton, McAllister, Duane Perkins, Chianese, Rotello, Giordano, Tomchik

\_\_\_ PRESENT \_\_\_ ABSENT \_1\_ VACANT

## PUBLIC SPEAKING

**MINUTES** - Minutes for the Special City Council Meetings held December 4 and 14, 2023 & the Regular City Council Meeting held December 5, 2023.

## CONSENT CALENDAR

## AGENDA

1. COMMUNICATION - Appointment to the City Council
2. COMMUNICATION - Fire Department Appointment: Deputy Fire Marshal - Elizabeth Schiller and Robert Natale
3. COMMUNICATION - Police Department Promotion - Stephen Hilderbrand to Lieutenant
4. COMMUNICATION - Police Department Promotion - Matthew Malone to Lieutenant
5. COMMUNICATION - Police Department Promotion - Christopher Belair to Sergeant
6. COMMUNICATION - Police Department Promotion - Stephen Gruse to Sergeant
7. COMMUNICATION - Police Department Promotion - Michael Iaquinto to Sergeant
8. COMMUNICATION - Police Department Appointments - Charlie Hernandez, Yimelfi Mercado De Mateo as Certified Police Officers
9. COMMUNICATION & RESOLUTION - Charter Revision Commission
10. COMMUNICATION - Appointment to Police Pension Board
11. COMMUNICATION - Appointment to Fire Pension Board
12. COMMUNICATION - Appointments to Government Entities Review Committee (GERC)
13. COMMUNICATION - Appointments to Margerie Trail Advisory Committee
14. COMMUNICATION - Request to Review Civil Service & Workforce Process



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**AGENDA ITEM SUMMARY**

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**DATE:** January 4, 2024  
**TO:** Mayor and the City Council  
**FROM:** Farley Santos, Community Relations & Constituent Services Advisor  
Office of the Mayor  
**RE: Charter Revision Commission**

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Honorable Mayor and City Council,

Your approval is requested to establish the formation of a Charter Revision Commission.

Farley Santos, Community Relations & Constituent Services Advisor

Office of the Mayor



## CITY OF DANBURY

OFFICE OF THE MAYOR  
155 DEER HILL AVENUE  
DANBURY, CONNECTICUT 06810

ROBERTO L. ALVES  
MAYOR

(203) 797-4511  
FAX: (203) 796-1666  
r.alves@danbury-ct.gov

December 26, 2023

The Honorable City Council  
155 Deer Hill Avenue  
Danbury, CT 06810

**RE: Charter Revision Commission**

Dear City Council Members,

I am requesting your approval to review and consider the resolution attached, which establishes the formation of a Charter Revision Commission. This resolution would allow the Commission to make recommendations for important changes to the City's Charter that affect the City of Danbury's government.

The following individuals will be appointed to the Charter Revision Commission:

Peter Buzaid  
2 Ervie Drive  
Danbury, CT 06811

Michael Safranek  
24 Jackson Drive  
Danbury, CT 06811

MaryJean Rebeiro  
8 Coach Hill Road  
Danbury, CT 06811

Ellen Van Dyke Bell  
21 Driftway Road  
Danbury, CT 06811

Brigid Guertin  
114 East Pembroke Road  
Danbury, CT 06811

Justin Chan  
27 Hickory Street  
Danbury, CT 06810

Wilson Hernandez  
71 Davis Street  
Danbury, CT 06810

P. J. Prunty  
6 Society Hill Road  
Danbury, CT 06811

Mini Santosh  
4 Margerie View Drive  
Danbury, CT 06811

I request Council approval on this item for the purpose of updating the Charter, creating efficiencies, and reviewing City functions and essential policies of City government, setting forth the institutions and processes of the City's operations and broadly defining the authority and responsibility of City entities and elected officials.

Please see the attached resolution for your consideration.

Sincerely,

Roberto L. Alves  
Mayor



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

\_\_\_\_\_ A.D. 2024

**RESOLVED BY THE CITY COUNCIL OF THE CITY OF DANBURY**

**WHEREAS**, pursuant to the provisions of Chapter 99 Section 7-188 of the Connecticut General Statutes ("C.G.S."), the City Council of the City of Danbury is authorized to initiate the process of charter revision by a two-thirds vote of all of its members; and

**WHEREAS**, the last revisions to the Danbury Municipal Charter were **approved** by the electors of the City of Danbury on November 3, 2009; and

**WHEREAS**, during the intervening time the City of Danbury has grown and evolved in such a manner that makes review and revision of the Danbury Municipal Charter ("Charter") appropriate and in the best interests of the citizens of the City of Danbury; and

**WHEREAS**, pursuant to the provisions of Section 7-190 of the C.G.S., within thirty days after the action to amend the charter has been initiated by the City Council, the City Council shall appoint a Charter Revision Commission ("Commission"), which Commission shall proceed to amend the existing Charter; and

**WHEREAS**, pursuant to the provisions of Section 7-190 of the C.G.S., the Commission may consider changes to the Charter and such other items as it deems desirable or necessary; and

**WHEREAS**, pursuant to the provisions of Section 7-190 of the C.G.S., the City Council shall specify by resolution when the Commission shall submit its draft report, which such report shall be not later than sixteen months from the date of its appointment.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DANBURY THAT** the process of charter revision, as provided for in Chapter 99 of the C.G.S., be and hereby is initiated and that within the next thirty days the City Council shall designate the members of a Charter Revision Commission, shall identify those issues that the City Council considers appropriate for consideration by the Commission and shall establish the timetable for consideration of all issues related to charter revision and a deadline for submission of a draft report by the Commission.

**NOW, THEREFORE BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF DANBURY THAT:**

1. The process of charter revision is hereby initiated; and

2. The following nine (9) persons are hereby appointed to serve as members of the Charter Revision Commission: Peter Buzaid, Michael Safranek, Mary Jean Rebeiro, Ellen Van Dyke Bell, Brigid Guertin, Justin Chan, Wilson Hernandez, P.J. Prunty, and Mini Santosh.
3. The Charter Revision Commission, appointed herein, shall be authorized and directed to consider any and all revisions that it deems necessary and desirable and in the best interests of the citizens of the City of Danbury; and
4. The following anticipated timetable is established for completion of the Charter revision process: Commencement of the process on January 4, 2024, submission of a draft report by the Charter Revision Commission not later than sixteen months thereafter. Submission of the final proposal to the voters shall occur within fifteen months of the Council's approval of the proposed amendments, or as set forth by C.G.S. Section 7-191(e).