



Charter Review Committee Charge September 8, 2014

1. Become thoroughly familiar with the Town Charter
2. Find language (sentences, sections) that is not readily understandable
3. Find language that is contradictory or inconsistent between sections or between text and practice
4. Review processes contained in the Charter for:
 - a. Understandability and Fairness
 - b. Relevance
 - c. Need for Change
 - d. Efficiency and Effective Control
5. Review governmental structures as prescribed in the Charter (ex.: First Selectman v. Town Manager)

In the course of reviewing the Charter, please keep in mind the following:

- a. Are operational processes focused with a single point of accountability?
- b. Where have we created conflicting accountabilities and why?
- c. Can we streamline the decision-making process?
- d. Can we streamline operational processes?
- e. Is our decision-making process consistent?
- f. Do we need as many commissions as we currently have?
- g. Is the current structure allowing us to achieve our goals?

The Charter Review Committee should be looking at things more conceptually. The substantive work regarding language/text changes would be the work of a Charter Revision Committee, with some or all of the members of Charter Review participating on Charter Revision.