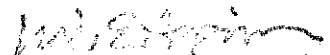


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Town of Branford
Representative Town Meeting
Rules & Ordinances Committee
Minutes
Special Meeting June 6, 2022


BRANFORD TOWN CLERK

The Rules and Ordinances Committee of the Representative Town Meeting of Branford held a SPECIAL meeting on Monday, June 6, 2022 at the Branford Community House 46 Church Street Branford at 7:30pm.

Present : Peter Black, Chair; Committee members Peter Hentschel, David Wells, Sean Kelly, Adrian Bonenberger, Josh Brooks and Tricia Anderson

Also in attendance: RTM members Carolyn Sires, Tracy Everson and Ray Ingraham

The meeting was called to order at 7:32 pm and ended at 7:45pm

The following item was discussed and voted on:

1. To recommend repeal or modification of the RTM Rule 2.2 requiring unseating of members who miss multiple meetings. Current Rule may conflict with court rulings.

After discussion with all committee members and public in attendance, Peter Hentschel, seconded by David Wells, moved to recommend repeal the RTM Rule 2.2 to the full RTM. Motion passed unanimously.

2. Meeting adjourned at 7:45 p.m.

Peter Black, Chair

- M. Rule 1.13. The Moderator shall determine the appropriate committee to which any matter shall be referred subject to the provisions of § A236-4.

§ A236-2. RTM Clerk.

- A. Rule 2.1. The RTM Clerk shall keep an accurate record of attendance at all meetings, of all members, both regular and ex officio. Such record shall be a part of the minutes of the meeting.
- B. Rule 2.2. When any member has failed to attend three consecutive regular meetings, as defined under § A236-8D, Rule 8.4, the RTM Clerk shall so certify in writing to the Moderator, who shall immediately declare a vacancy in said member's seat, as provided by the Charter, and shall call for an election to fill said vacancy.
- C. Rule 2.3. The RTM Clerk shall keep accurate minutes of the proceedings of the RTM, using such stenographic assistance or such recording devices as the RTM may provide.
- D. Rule 2.4. The RTM Clerk shall prepare the minutes of each meeting and shall deliver said minutes to the Town Clerk not later than seven days after said meeting. The Town Clerk shall distribute said minutes to the RTM members with the call for the next regularly scheduled meeting. The minutes shall be posted on the Town's website. **[Amended 3-10-2021]**
- E. Rule 2.5. The RTM Clerk shall receive and open all mail or other communications addressed to the RTM. If action prior to the next meeting is indicated upon any communication received, the RTM Clerk shall refer the matter to the Moderator immediately.
- F. Rule 2.6. The RTM Clerk shall furnish the Town Clerk with a copy or brief statement of each ordinance adopted, amended or repealed by the RTM not later than 12:00 noon of the third day following action of the RTM thereon.

§ A236-3. Order of business.

- A. Rule 3.1. The regular order of business shall be as follows:
- (1) Roll call.
 - (2) Approval of the minutes of previous meeting.
 - (3) Reception of communications.
 - (4) Reports of committees.
 - (5) Citizens' petitions.
 - (6) Business on the agenda.
 - (7) Other business.
- B. Rule 3.1.1. Approval of the minutes of the previous meeting or meetings shall be required only at regularly scheduled meetings.