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## ARTICLE VII

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### THE GENERAL GOVERNMENT: BOARDS AND COMMISSIONS

**§7-1 General Requirements Concerning Membership on Appointive Boards and Commissions.**

**(a) Creation of Boards and Commissions: Number of Members, Terms.** The Common Council shall by Ordinance establish the number of Board and Commission members and terms of office. Except as otherwise provided by the General Statutes, the number shall always be odd, the term of office shall not exceed a term of four years and the following limitations shall be placed on the number of members who may serve: (1) For Boards and Commissions required by §§7-2 and 7-3 of this Charter, there shall be no less than three and no more than nine members; (2) for Department-related Boards and Commissions established by Ordinance pursuant to §7-4 of this Charter, there shall be no less than three and no more than a maximum number of members established by Ordinance; and (3) for Non-departmental Boards and Commissions established by Ordinance pursuant to §7-4 of this Charter, including but not limited to Committees, Task Forces, Blue Ribbon Panels, there shall be no less than three members.

The Common Council in establishing an Ordinance shall make provision for the appointment of a chair, the keeping of records and the frequency of meetings of

Revision or other Boards of finite duration or unless such person is a member of the Common Council assigned as a liaison to such Board to represent the Common Council.

**(f) Political Composition<sup>66</sup>.** The political affiliation of the members of appointed Boards or Commissions or panel of alternates shall reflect the requirements of the General Statutes with respect to minority party representation.

**(g) Compensation Prohibited.** No member of any appointive Board shall receive compensation for services as such member.

**(h) Removal.** The Mayor may initiate proceedings to remove a member of any appointive Board, Commission, or relevant position or "panel of alternates" for any of the following reasons: (1) misconduct in the performance of duties; (2) persistent absence; (3) conviction of a felony; (4) conviction of a misdemeanor which would undermine the public confidence in the member's ability to perform the duties of office. Rules of Procedure for the removal of said member, and additional grounds for removal, shall be set by Ordinance<sup>67</sup>.

## §7-2

### **Appointive Boards and Commissions Required by Charter.**

The following Boards and Commissions shall be established, by Ordinance, subject to the provisions and powers enumerated in the General Statutes, Special Acts and this Charter:

**(a) The Parks and Recreation Commission<sup>68</sup>.** Said Commission shall advise and consult with the department head pertaining to the duties and conduct of the department(s) charged with responsibility of the park and recreation functions of the City. In general, the Commission shall be responsible for policy-making and evaluation with the advice of the department head(s). This shall include, but not be limited to, the adoption of such rules and regulations not inconsistent with the General Statutes, the provisions of this Charter or Ordinance or applicable provisions of trusts and wills, related to the use, preservation and enjoyment of all public parks and recreation areas of the City.

**(b) The Police Commission<sup>69</sup> and The Fire Commission<sup>70</sup>.** Said Police and Fire Commissions shall advise and consult with the Police Chief and Fire Chief pertaining to the duties and conduct of the departments charged with responsibility for the police and fire functions, respectively, of the City. The Commissions shall advise and consult with the respective Chief pertaining to the Chief's duties and to the conduct of the department and together with the Chief shall make all rules and regulations relating to the administration of the department which it may deem necessary or advisable, which rules shall be printed and made available to the public. In general, the Commissions shall be responsible for policy-making and evaluation with the advice of the Chief.

**(c) The Civil Service/Personnel Commission<sup>71</sup>.** Said Commission shall exercise the powers and duties contained in the General Statutes and Special Laws of the State of Connecticut as prescribed by the Code of Ordinances.

**(d) Zoning Board of Appeals<sup>72</sup>.** Said Commission shall exercise the powers and duties contained in the General Statutes or as prescribed by the Code of Ordinances.

**(e) Board of Finance and Taxation.** There shall be a Board of Finance and Taxation.

**(1) Powers and Duties.** Said Board shall exercise the powers and duties necessary to [i] prepare a Proposed Budget Ordinance as set forth

in section 10-3 of this Charter, [ii] review and report, to the Mayor, on the financial and budgetary condition of the city, including the Board of Education and Department of Education, based on the monthly financial reports required by section 10-5 of this Charter and in the audited financial statements, and [iii] conduct such other business as may come before it, including, but not limited to, any reports relating to the financial and budgetary condition of the city as may be prescribed by ordinance.

**(2) Financial Review Powers.** Furthermore, said Board has the power and authority, subject to the approval of the Common Council, to audit and examine<sup>73</sup>, or cause to be audited and examined, the books and accounts of any and all of the departments and officials of the city, including the Board of Education and Department of Education, in any way affecting the finances of the city. Moreover, the Board shall review the contents of the annual audit and make recommendations to the Mayor regarding the manner and means of improving the city's financial and budgetary condition.

**(3) Duties Relating to the Capital Budget.** Said Board shall give recommendations to the Mayor regarding the annual capital budget, in the manner set forth in section 11-2 of this Charter.

**(4) Qualifications.** In addition to the requirements of this Charter and the provisions of the Ordinance a minimum of one-third of the members of said Board shall have training and experience in financial matters as evidenced by being a certified public accountant, having earned a bachelor, master or doctorate degree in business, finance or public administration, having not less than five years service as the financial officer of a business, having not less than five years service as an elected or appointed public official, having not less than five years service as a public administrator, or having a similar degree or experience or such other qualifications as may be further defined by Ordinance.

**(f) Veterans Commission.** Said Commission shall exercise the powers and duties prescribed by this Charter and such as are contained in the General Statutes or Special Acts and as prescribed by the Code of Ordinances. Said Commission shall employ a full time clerk, in accordance with the provisions of §8-2(f), below, and shall maintain an office that shall be open at times designated by ordinance. Said commission shall employ whatever part-time assistance it deems necessary, with the approval of the Common Council.

### §7-3

#### **Appointive Boards and Commissions Required by Special Act.**

The following Board shall be established, by Ordinance, by virtue of the provisions of the Special Acts pertinent to this City and subject to the provisions and powers enumerated in the General Statutes, Special Acts and this Charter:

**(a) Board of Water Commissioners<sup>74</sup>.** Said Commission shall exercise the powers and duties prescribed by the Special Laws of the City as codified in this Charter and such as are contained in the General Statutes and as prescribed by the Code of Ordinances.

**(b) Fairview Cemetery Commission<sup>75</sup>.** The care, management, and improvement of the public cemetery, known as Fairview cemetery, in said city, shall be vested in said Commission which shall have all the powers<sup>76</sup> vested by the Special Laws of this City as codified in this Charter and such as are contained in the General Statutes concerning cemeteries. Moreover, there shall be established, as an enterprise fund, a Perpetual Care Fund for the Fairview Cemetery which fund shall be comprised of private donations and fees for the

maintenance of said Cemetery. All decisions regarding said Fund shall be within the exclusive control and dominion of the Commission. Said Commission shall establish procedures and safeguards, including the requirement of a surety bond, as determined by the Director of Finance, in order to administer said Fund in a manner consistent with their fiduciary responsibility for said Fund.

**§7-4 Appointive Boards and Commissions Established by Ordinance.**

The Common Council may establish, by Ordinance, such Boards and Commissions as are necessary to effectuate the powers and purposes of the City as enumerated in the General Statutes, Special Acts and this Charter<sup>77</sup>.

**§7-5 Discontinuance of Board and Commissions.**

Certain such Boards and Commissions shall cease to exist under the authority of prior Charters in the event an enabling Ordinance is not adopted on the effective date of this Charter.

**§7-6 Merger or Consolidation of Boards and Commissions.**

The functions of any Board or Commission required under this Article may be merged or consolidated with another by Ordinance.