



TOWN OF MILLVILLE
Charter Committee Meeting Minutes
November 20, 2024, at 10:00am

1. Call Meeting to Order/Pledge of Allegiance/ Roll Call

Deputy Mayor, Sharon Brienza, called the meeting to order at 10:00 a.m. with the Pledge of Allegiance. **Present:** Chairperson Sharon Brienza, Committee Member Deborah Sosnoski, Committee Member Debbie Botchie, Town Manager Eileen Scerra, and Town Clerk Wendy Mardini. **Absent:** None

2. Citizens' Privilege – None

3. New Business

A. Charter Review Committee Organizational Meeting.

Ms. Brienza opened the meeting and mentioned her appointment as chairperson and to discuss the election section and annexation area. For annexation, she explained the need for clear regulations regarding annexation requests and the timeline for notifying residents. Ms. Botchie confirmed the petition should include necessary information. Ms. Botchie and Ms. Brienza discussed the need for state law compliance and the timeline for notifications. The group agreed to review and ensure compliance with state law and council directives.

Election – Ms. Brienza discussed the election section and the need to revise certain aspects to avoid changing the entire government structure. Ms. Botchie confirms that the committee will not focus on the elected mayor and other significant changes for now. The committee discussed the timeline for filing petitions and the required background checks aiming for clarity and compliance. Ms. Brienza and Ms. Botchie agree on the need for a clear timeline and the importance of state law compliance. Ms. Botchie will check to see if state law requires five public places to post.

The committee discussed the \$100 application fee for candidates and its purpose, considering its impact on the process. Ms. Botchie suggested removing the fee to simplify the process and reduce the administrative burden. Ms. Brienza and Ms. Botchie agree to propose removing the fee to the council for a final decision.

A motion was made by Ms. Botchie to amend the Town of Millville’s application for candidacy to remove the \$100 fee and bring it to Council for a vote. The motion was seconded by Ms. Sosnoski. The motion was carried 3-0.

B. Discuss sections to consider for review.

Ms. Brienza suggested reading through the charters to identify any necessary changes or updates. The committee agreed to focus on specific sections and to avoid addressing unnecessary details. Ms. Brienza mentioned the need for contracts with professionals, including auditor and town engineer for better oversight. The committee discussed the importance of timely audits and the need for a contract with the auditor to ensure compliance.

4. **Announcement of next meeting** – Thursday, December 19, 2024 at 10 a.m. at Town Hall.

5. **Adjournment**– Meeting was adjourned at 10:42 a.m.

Ms. Brienza made a motion to adjourn the meeting. Ms. Sosnoski seconded the motion. Motion carried 3-0.

Respectfully submitted,
Trish Marcules