

Chester Charter Commission - Obligations and Responsibilities

April 18, 2023

This outline provides general guidance on the obligations and responsibilities of the members of the Charter Commission.

The obligations and responsibilities of a member of the Charter Commission are to prepare a report and draft charter presented in the Board of Selectmen's [Charter](#) Resolution adopted on 4/12/23 and in accordance with Connecticut General Statutes.

As noted on the Charter Commission website, the Commission has up to 16 months to accomplish its work, which includes the following (note that the basic research was completed by the Governance Study Committee as [reported](#) on 2/9/23):

- Reviewing the report of the Governance Study Committee and the BOS actions to date.
- Understanding the problems and governance options related to addressing the issues that the Town wants to address.
- Understanding of the Connecticut General Statutes that address the Governance Options available through a Charter.
- Spending the requisite time to develop, in consultation with the Town's legal resources, the governance structure that best addresses Chester's specific requirements and preferences.
- Being an active participant, engaged to work independently and as part of a team to work toward building consensus leading to completing its report and draft charter for consideration of the Board of Selectmen and the Town.

The amount of time to be dedicated to the important work of this Commission is not known, but since much or all the research was recently completed, it can be assumed that time will be needed to confer with departments, elected officials and those currently charged with responsibilities and authorities that may be impacted by proposed changes.

The work of the Charter Commission will be based upon, but not limited to the above reports, elements, and timetable. It may be reasonable to assume that once members are up to speed with the work that has already been done, tailoring a charter to Chester's needs will require considerably less time than if the town had not already performed the baseline analysis of governance options as recently reported.