

LEGISLATIVE COUNCIL  
FISCAL STABILITY RESOLUTION COMMITTEE MEETING

**Be advised that there will be a meeting of the Fiscal Stability Resolution  
Committee on Thursday, July 30, 2020 at 5:00 PM**

Special Electronic Meeting Pursuant to Paragraph 1 of Executive Order 7B<sup>i</sup>

THIS MEETING WILL BE A 100% ELECTRONIC MEETING

LEGISLATIVE COUNCIL CHAMBERS AT MEMORIAL TOWN HALL WILL BE CLOSED  
PURSUANT TO THE GOVERNOR'S EXECUTIVE ORDERS 7B and 7D

**Agenda:**

**Review and discuss changes to the DRAFTED "Resolution establishing a Fiscal  
Stability Committee" (Drafted Resolution attached to this notice)**

Please click the link below to join the webinar:

<https://zoom.us/j/96032210583>

Password: Dragons

Or iPhone one-tap:

US: +13017158592, 96032210583 # or +13126266799, 96032210583 #

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656 or +1 253 215  
8782 or +1 346 248 7799 or +1 669 900 9128

Webinar ID: 960 3221 0583

International numbers available: <https://zoom.us/u/aH73lUF9D>

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<sup>1</sup> Under Executive Order 7B Electronic Meetings are subject to the following: (a) The public shall have the ability to view or listen to each meeting or proceeding in real time, by telephone, video, or other technology; (b) Any such meeting or proceeding shall be recorded or transcribed, and such recording or transcript shall be posted on the Town's website within seven (7) days of the meeting or proceeding, and made available within a reasonable time in the Town Clerk's office; (c) The required notice and agenda for each meeting or proceeding is posted on the agency's website and shall include information about how the meeting will be conducted and how the public can access it; (d) Any materials relevant to matters on the agenda, including but not limited to materials related to specific applications, if applicable, shall be submitted to the agency a minimum of twenty four (24) hours prior and posted to the agency's website for public inspection prior to,

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during, and after the meeting, and any exhibits to be submitted by members of the public shall, to the extent feasible, also be submitted to the agency a minimum of twenty-four (24) hours prior to the meeting and posted to the agency's website for public inspection prior to, during, and after the meeting; and, (e) All speakers taking part in any such meeting or proceeding shall clearly state their name and title, if applicable, before speaking on each occasion that they speak.

TOWN OF HAMDEN

LEGISLATIVE COUNCIL

RESOLUTION ESTABLISHING A FISCAL STABILITY COMMITTEE

Proposed by: \_\_\_\_\_

WHEREAS, the Legislative Council wishes to work collaboratively with the administration and community stakeholders to develop and recommend policies to the Legislative Council and Administration that will ensure a vibrant fiscal future; and

WHEREAS, the Legislative Council as the budget authority for the Town of Hamden has a preeminent role in the fiscal and financial stability of the Town in order to reach a fair balance between the level of service and the burden imposed upon residents of the community.

NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE COUNCIL OF THE TOWN OF HAMDEN establishes a Fiscal Stability Committee as set forth below.

**1. Powers and Duties.** There shall be a Fiscal Stability Committee who shall have authority to examine into all matters relating to the financial and budgetary efficiency, efficacy, and condition of the Town of Hamden, including the following:

**a. Financial Review.** The review and examination of the records, books and accounts of any and all of the departments and officials of the Town, including the Department of Education.

**b. Administrative Policy Review.** Review the contents of the annual audit for the purpose of making recommendations to the Mayor and Legislative Council regarding the manner and means of improving the administrative processes pertaining to the operations of the Town. The Fiscal Stability Committee shall evaluate and recommend policies regarding tax structures, economic development, spending, debt, administrative and organizational actions and related activities to maintain essential government function and services for Hamden citizens while increasing Hamden's fund balance and reducing long-term liabilities.

**c. Review Economic and Fiscal Indicators.** The review of critical indicators, including, but not limited to,

**i.** the ratio of: the general fund balance to its expenditures; long-term obligations (including OPEB but excluding pensions) to total government-wide revenues; and actuarially determined pension contribution to total government-wide revenues;

- ii. the changes in local unemployment rate; and,
- iii. the change in property values.

**d. Objectives.** The Committee shall endeavor to develop policies and strategies, in accordance with best practices, that will ensure:

- i. a robust bond rating and access to capital markets;
- ii. a reasonable level of assistance in the form of municipal aid from state and federal governments;
- iii. an acceptable equalized mill rate;
- iv. sufficient funds to meet the short and long-term liabilities of the municipality including, but not limited to, the Town's ability to meet minimum funding levels required by law, contract or court order;
- v. a positive fund balance percentage of 6% within five years;
- vi. inclusion of long-term budget projections, prepared by the Town's Finance Department for a period of three years, exclusive of the current fiscal year in the annual budget;
- vii. annual review of a capital budget as required by the Charter of the Town;
- viii. inclusion of an annual economic outlook projects for the Town in the annual budget; and,
- ix. an acceptable level of municipal revenue increase in fiscal year ending June 30, 2022.

**e. Required Cooperation.** Each officer and employee of any department, institution, board, commission or agency of the Town shall assist said Committee in carrying out the provisions of this resolution.

**2. Voting Members of the Fiscal Stability Committee: Nine.** There shall be nine (9) voting members on the Fiscal Stability Committee, as follows:

- a. Three (3) Members of the Legislative Council who shall be appointed, and subject to removal for cause, by the President of the Legislative Council.

# HAMDEN FISCAL STABILITY COMMITTEE

i. Legislative Council members shall serve on the Fiscal Stability Committee for the term of their elected office.

ii. Legislative Council members who are re-elected to a subsequent term may continue to serve on the Fiscal Stability Committee upon reappointment by the Council President or until a successor is appointed.

b. Three (3) members, recommended by the Mayor and appointed, and subject to removal for cause, by the President of the Legislative Council.

i. Mayoral representatives may be members of the Administration and, if so, their term of service shall be concurrent with the term of the Fiscal Stability Committee and their employment with the Town of Hamden.

ii. If the Mayoral representatives are resident electors of Hamden they should have professional, academic, business and other relevant experiences as set forth, below. Their term of service shall be concurrent with the term of the Fiscal Stability Committee and the status as resident/electors of the Town of Hamden.

c. Three (3) resident electors shall be appointed upon the recommendation of the elected officials serving on the Fiscal Stability Committee, and may be removed by the President of the Legislative Council. Resident electors must remain residents of the Town of Hamden during their term on the Fiscal Stability Committee.

d. **Qualifications of Resident Electors.** Resident electors shall be chosen based upon their sound judgment and expertise in fields related to finance, data analysis, delivery of public services (as a consumer or administrator), municipal government, and related fields. Upon approval of this resolution, three (3) resident electors shall be appointed for terms which terminate upon the termination of the Fiscal Stability Committee.

e. **Initial Voting Members of the Fiscal Stability Committee:**


3. **Non-Voting Ex-Officio Members of the Fiscal Stability Committee:**  
**Seven.** There shall be seven non-voting ex-officio members of the Committee, as follows:

# HAMDEN FISCAL STABILITY COMMITTEE

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- a. The Mayor, the Chair of the Board of Education, and President of the Legislative Council, or their designee, for the duration of service in office;
  - b. The Superintendent of Schools for the duration of employment;
  - c. The Director of Finance and one other assigned member of Hamden's finance office;
  - d. One (1) representative of Town Employees covered by collective bargaining agreements; and one (1) representative of Board of Education Employees covered by collective bargaining agreements. The President of the Legislative Council shall request a joint recommendation from the Presidents of the various unions<sup>1</sup>;
  - e. Initial Non-Voting Ex-Officio Members of the Fiscal Stability Committee:

Hon. Curt Leng  
Mayor

Jody Ian Goeler  
Superintendent of Schools

Curtis Eatman  
Director of Finance

\_\_\_\_\_  
Member, Board of Education

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Representative of BOE Employees

- 4. **Facilitator.** A Facilitator, working closely with the Chair, will sequence the workflow during meeting times, moderate the work product of the Committee, manage the meeting process, set timelines, and coordinate subcommittee work of the Fiscal Stability Committee, ensure diversity of thought and opinion, and build consensus.
- 5. Committee members shall serve without compensation.
- 6. Appointment; Removal; Term; Vacancy.
  - a. Any vacancy on the Fiscal Stability Committee shall be filled by appointment in the same manner as the appointment of the vacating member.
  - b. The President of the Legislative Council shall appoint a chairperson and vice- chairperson for the Fiscal Stability Committee from among the voting members of the committee. The Chair will schedule meetings, create meeting agendas and manage information flow between the Administration Fiscal Stability Committee. The Fiscal Stability Committee shall elect any other officers from the voting members as may be necessary to conduct business.

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<sup>1</sup> In the event a recommendation is not forthcoming, the President shall appoint a representative.

c. Fiscal Stability Committee shall follow the rules of procedure adopted by the Legislative Council to conduct business.

d. The President of the Legislative Council may remove voting members from the Fiscal Stability Committee for cause, which shall include, but not be limited to the failure to attend meetings on a regular basis.

7. **Public Hearings.** The committee shall solicit public comment by holding one or more public hearings within the first month of operation.

8. **Phased Review.** Following the initial public hearing the Committee shall establish a phased approach to its proceedings. The Committee shall focus its attention on accumulating documentation that will provide a foundation for recommendations addressing:

- a. Further expenditure reductions in the FY 2020-2021 budget; and,
- b. Recommendations for the Mayor and Legislative Council for consideration in the formulation of a proposed budget for FY 2021-2022.

Said initial recommendations shall be due on or before November 15, 2020. Thereafter the Committee shall continue its review outstanding issues with a mandate to issue recommendations every three to six months until November 30, 2021.

Adopted by the Legislative Council at its meeting held on \_\_\_\_\_, 2020.