

**Minutes Town Government Structure and Administration Committee  
Special Meeting  
November 6, 2023**

**Virtual Meeting on GoToMeeting:** <https://meet.goto.com/696596205>

**Present:** David F. Bayne (Clerk), Ann-Gail Hult, Frank B. Kemp (Chair), Deirdre McGovern Joseph D. Miceli, David York, John Visi, and Liane Zelinski.

**Absent:** Kenneth A. Fiveson, Jr., Derek Lublin, and Harry McLaughlin.

**Guests:** Jack Davis (Chair of the Darien RTM Finance & Budget Committee), and Christa McNamara (Town Clerk).

The meeting was called to order at 7:35 p.m.

**Review and approve minutes October 10, 2023 TGS&A regular meeting.**

No amendments were proposed.

Motion to approve the Minutes as presented: David York.

Seconded: John Visi.

**Vote:**

**In favor:** David F. Bayne, Ann-Gail Hult, Frank B. Kemp, Deirdre McGovern Joseph D. Miceli, David York, John Visi, and Liane Zelinski.

**Against:** None.

**The Motion was approved.**

**Discuss and prepare recommendations to the RTM concerning a Resolution to amend Appendix B – Town of Darien Rules of Procedure of the Representative Town Meeting – Part VI – Rules Committee and Standing Committees.**

The committee reviewed the proposed amendments to the Appendix to the Town Code as detailed by the Chair and Mr. Davis. Many of the revisions from the version reviewed at the October 10 meeting were generated by other RTM standing committees who reviewed the proposed amendment since then. No further changes were recommended by the Committee.

**Motion:** To recommend to the full RTM that it adopt the proposed amendment to Appendix B – Town of Darien Rules of Procedure of the Representative Town Meeting – Part VI – Rules Committee and Standing Committees as presented to the Committee.

Motion to approve the Minutes as presented: David York.

Seconded: Deirdre McGovern.

**Vote:**

**In favor:** David F. Bayne, Ann-Gail Hult, Frank B. Kemp, Deirdre McGovern  
Joseph D. Miceli, David York, John Visi, and Liane Zelinski.

**Against:** None.

**The Motion was approved.**

**Discuss and prepare recommendations to the RTM concerning a Resolution to amend Appendix B – Town of Darien Rules of Procedure of the Representative Town Meeting – Part IV – Section 3 - concerning the timing of public notice of regular and special meetings.**

This item was withdrawn by the Chair. No discussion or vote was held.

**Recap of issues that may be addressed by this committee in the 2023-2024 legislative year.**

The Chair advised that the Committee could expect to work on a proposed noise ordinance and an ordinance concerning the Town Assessor's Office in the next legislative year.

**Motion to adjourn:**

Motion: David York.

Seconded: Ann-Gail Hult.

**Vote:**

**In favor:** David F. Bayne, Ann-Gail Hult, Frank B. Kemp, Deirdre McGovern  
Joseph D. Miceli, David York, John Visi, and Liane Zelinski.

**Against:** None.

**The motion was approved.**

The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

David F. Bayne  
Clerk, TGS&A Committee