

## **BOARD AND AGENCY REFERENCE AND DIRECTORY CITY OF NEW LONDON, CONNECTICUT JULY 2018 REVISION**

The City of New London has a long history of service to the community by active and diverse resident citizens, who make up the membership of the various City boards, agencies, commissions, committees, zones and authorities that go under the generic term “board” or “agency.”

### **Appointing Authority**

The majority of appointments to boards and agencies are made according to regulations found within the City Charter or Code of Ordinances. The municipal directory section includes names, addresses, appointing authority, political party registration, enabling legislation and term of appointment.

Appointments of residents are made either by the Mayor (Chief Executive Officer) or the City Council. Some appointments made by the Mayor require City Council approval.

The enabling Charter or Ordinance regulation may make reference to the “Mayor” or “Chief Executive Officer.” If the authority originates by charter, the title of “Mayor” is used. The Code of Ordinances has designated the term “Chief Executive Officer” replacing “City Manager” by employing a specific blanket ordinance.

A few ordinances created prior to 2011 refer to “Mayor”, the title previously held by the council elected chair, now known as Council President. Any reference to “Mayor” prior to 2011 was intended to designate the present position of “Council President.”

A few boards were established by state legislative acts, plans or non-ordinance resolutions by council. The establishing authority is noted following the board or agency title. An example is the Parking Commission which was created by a Connecticut State Legislative Act in 1951. In 2015 the City Council passed an ordinance creating a Parking Authority.

### **Residency**

Charter Sec. 45 requires that “*any person appointed to a board or commission of the City must be a resident of the city.*” In some cases an appointment is based upon a designated position and the person found a resident of another town. By strict interpretation that person does not qualify for membership. For example: Union President or Police Chaplain may be specified as a member. However, membership remains subject to the Charter residency provision of Sec. 45 and elector’s party affiliation is determined by voter registration records lacking any other reliable method to prove residency. We are also determined to satisfy any stated municipal minority party representation goals. The only area that appears to have flexibility is in those few boards and agencies that specify that a member may “designate” someone to act on their behalf. In those infrequent and temporary situations where the person is so designated, the City residency requirement may not be applicable. Individual situations should be referred to the Director of Law.

Residency is presently established by enrollment as an elector. In fact, the ordinance language of some Boards and Agencies require that the member be an “elector.” The Personnel Board states in Sec. 2-38 (B) that the appointee be an “elector of the City” which differs from the Charter requirement that the person only be a “resident.” This subject is under review by the Charter Review Board.

### **Commitment and Attendance Policy**

It is expected that everyone appointed to a commission or an agency understand that with their appointment comes the commitment to attend regular meetings, unless excused by the chair. Members should review attendance requirements with the board or agency chair. Administration guidelines since 1984 have suggested that no member should miss three consecutive meetings or fail to attend sixty percent of regular meetings during a twelve month period. It is the responsibility of the chair to report any member who fails to meet the standards of attendance.

### **Experience**

While not a predictor of a person’s ability to be a valued member of a board or agency, it is advantageous to the success of both the agency and the appointee that the member brings some experience to the board or agency. If you have an interest in a specific agency, you are encouraged to sit in at these public meetings to see if you might want to make an application to be considered as a member.

### **How membership is selected**

Citizens with an interest in serving on a board or agency should complete the Board and Agency application found on the City website. Completed applications are forwarded to the appointing authority after confirmation of name, address and party affiliation from voter registration records by the City Clerk. Signed applications acknowledge that the applicant agrees to the responsibilities as required by the New London Code of Ethics (Code Sec. 15-214) and are retained in the board or agency core file. The entire text of the Code of Ethics appears in the *Code of Ordinances*, beginning in **Sec. 15-201**.

### **Minority Political Party Representation**

The City of New London takes care to ensure that board and agency membership reflects political fairness standards in the ratio of party affiliations. In some instances this political ratio is specifically stated in the ordinance that created the board or agency.

### **Membership of City Staff or Political Liaison on Boards and Agencies**

Some staff members are stipulated by the board and agency ordinance as liaison or technical advisors to municipal boards and agencies. Specific concerns should be referred to the Director of Law.

### **Term**

Appointments may be for set terms or to fill in the remaining term of a previous appointee. Appointment terms are often staggered on newly created boards. Once the board is established, standard terms generally begin on the appointment date. Occasionally, a term will expire and the incumbent continues to attend meetings. If a reappointment is made before a term ends, unless otherwise designated, a new term begins at the time of reappointment for a term length stipulated

by the appointing authority or ordinance. Members with expired terms who wish to be considered for reappointment should fill out a board application and submit it to the City Clerk to signal to the appointing authority that you wish to have your term renewed.

In 1997, City Director of Law Londregan stated the following:

*“As a general rule when appointed ... a person serves until a replacement is appointed ... even if their initial term has expired. The reason for this rule is to avoid the inconvenience to the public that would result if a position was left vacant so that the board or agency would not be hampered in obtaining a quorum to lawfully conduct business.”*

### **Role of the Chair**

Knowledge of Robert’s Rules or previous experience in attending or conducting meetings is helpful. Many meetings are conducted under an informal version of Robert’s Rules. The chair arranges for meeting space, calls meetings, sets agendas and regulates discussion to maintain order. It is incumbent on the chair to be aware of the terms of members and the need to fill potential vacancies. The appointing authority must be advised of vacancies, potential vacancies or term questions, as they become known. It is also important to keep the editor of the agency directory informed of vacancies.

### **Role of the Secretary**

Organizations need a minimum of two officers to conduct a meeting efficiently: the Chair and the secretary. The secretary is expected to work closely with the chair to ensure records are maintained and reflect the business of the meeting in accordance with Freedom of Information Statutes. Minutes may be taken in the form of notes or electronic transcription for later publication. Agendas and minutes should be posted on the City website by City staff associated with the City agency.

**Code Sec. 2-14 (b)** Holds the secretary of the board or agency “responsible for supplying the City Clerk and ... public library with copies of major studies, reports and minutes.” However, it is recommended that the secretary of the board or agency inquire if the public library actually wishes to receive the materials as their retention procedures often differ from state distribution guidelines.

**C.G.S. Sec. 7-110** – Official publications of the city shall be kept in the state library for reference. The City Clerk shall send to the State Library two copies of each tangible publication as soon as the publications are published. The City Clerk shall, upon publication, supply the State Library with, or notify the State Library, of the existence, availability, and location of any intangible publications of the City.

**C.G.S. Sec. 1-210** requires that the public records pertaining to such agency shall be maintained and available to the public or municipal government staff. Board and agency chairs or secretaries must send agendas and approved minutes to the City Clerk for required posting, filing and retention programs as required by the Freedom of Information Act.

Archived Board and Agency agendas and minutes are retained by the City Clerk and may eventually be destroyed in accordance with regulations mandated and promulgated by the State Public Records Administrator under the discretion of the Connecticut State Librarian.

### **Appointment Notification**

The City Council and/or the Mayor make appointments. Council appointees will receive a letter of appointment providing the date of appointment and term. The Mayor's staff makes notification of Mayoral appointments.

### **Posting Notices and Agendas – Meeting Space**

It is a requirement of the State of Connecticut Freedom of Information Commission that citizens be provided with proper notice of all public meetings. Each year, by January 1, all boards and agencies are required to file with the City Clerk a calendar of their regular meeting schedule for the year ensuing which is posted and maintained in the City Clerk's office.

The agenda of each of the regular meetings of every public agency shall be available to the public and shall be filed not less than **twenty-four hours before the meetings** to which they refer, (1) in such agency's regular office or place of business, and (2) in the office of the City Clerk. Special meetings may be called with only twenty-four hours advance notice. Notice of the date, time, place and purpose must be included.

### **Determining Posting Time**

C.G.S. Sec. 1-225(g) - In determining the time within which or by when a notice, agenda, record of votes or minutes of a special meeting or an emergency special meeting are required to be filed under this section, Saturdays, Sundays, legal holidays and any day on which the office of the agency, the Secretary of the State or the clerk of the applicable political subdivision or the clerk of each municipal member of any multi-town district or agency, as the case may be, is closed, shall be excluded.

### **Board and Agency Directory Section**

The Board and Agency Directory is maintained by the City Council Administrative Assistant and is updated approximately monthly.

## **BOARD AND AGENCY DIRECTORY SECTION**

**ASSESSMENT APPEALS BOARD**  
**Charter Sec. 66**  
**Mayor Appoints**

<u>Name</u>	<u>Address</u>	<u>Party</u>	<u>Appointed</u>
Lorraine Allen, Chair	549 Ocean Ave.	R	02-16
Kathryn Schargus	611 Ocean Ave. F-2	R	02-16
Earl Wilson	44 Robinson St.	D	02-16

*Additional members may be appointed on a temporary basis*

*Technical Advisor: Assessor*

*Term: Until Replaced*

*Compensation: \$700.00 yearly*

*Web: Finance Dept. Assistant*

*Page Revised 03-16*

**BEAUTIFICATION COMMITTEE**  
**Code Sec. 2-44**  
**Council Appoints**

<u>Name</u>	<u>Address</u>	<u>Party</u>	<u>Appointed</u>	<u>Term Ends</u>
Bethany G. Angell	23 Starr St.	I	07-18	07-2020
Gary Baillargeon	39 Bayshore Dr.	D	07-18	07-2020
Mary E. Baker	38 Chapel Dr.	D	11-17	11-2019
Deirdre F. Cavanagh	14 Greenway Rd.	D	07-18	07-2020
Susan R. Davis	38 Washburn Rd.	U	07-18	07-2020
Caroline Driscoll	959 Pequot Ave.	D	07-18	07-2020
Kaye Franke	17 Greenway Rd.	R	07-18	07-2020
Blythe Henry	27 Raymond St.	U	01-18	01-2020
Maureen Howley-Brigham	125 Lower Blvd.	D	10-17	10-2019
Merrijo Logan	121 Pequot Ave.	R	07-18	07-2020
Andrew Lopez	17 Prospect St.	I	07-18	07-2020
Marc McConnel	171 Parkway South	D	01-18	01-2020
Daneen Roth	510 Montauk Ave.	D	07-18	07-2020
Diane Smith (Co-Ch.)	899 Montauk Ave.	D	07-18	07-2020
Donna Vendetto	55 Neptune Ave.	D	07-18	07-2020
Martha Williams (Co-Ch.)	24 Granada Terr.	D	07-18	07-2020
Michael Wright	9 Crocker St.	D	07-18	07-2020
<i>Vacancy</i>				

*Technical Advisor: Director of Public Works*

*Council Liaison: President Nolan*

*18 members*

*Term: Two years from appointment date unless stipulated*

*Meets: 3<sup>rd</sup> Wednesday of each month*

*Web: Council Administrator*

**CHARTER REVIEW BOARD**  
**Code Sec. 2-48**  
**Council Appoints**

<u>Name</u>	<u>Address</u>	<u>Party</u>	<u>Appointed</u>	<u>Term Ends</u>
Jonathan Ayala	134 Montauk Ave.	D	03-23-15	03-2018
Evan E. Brown	150 Broad St. Unit 7	U	05-15-17	05-2020
William F. Giesing (Ch.)	798 Ocean Ave.	D	03-23-15	03-2018
William R. Hathaway	41 Morgan St.	U	03-23-15	03-2018
Elaine Maynard Adams	615 Montauk Ave.	D	03-23-15	03-2018
Timothy Ryan	775 Ocean Ave.	R	03-23-15	03-2018
Clark van der Lyke (Dep. Ch.)	712 William St.	D	03-23-15	03-2018

*7 Members – 3 year terms (Initial terms: 3 for three years, 2 for two years, 2 for one year, if stipulated)*

*Meets 2<sup>nd</sup> Tuesday of every month (or as posted)*

*Technical Advisor: Director of Law*

*Council Liaison: Councilor Dominguez*

*Web: Council Administrator*



**CITIZENS ADVISORY COMMITTEE**  
**Non-Ordinance – Established by Council Action**  
**Council Appoints**

<u>Name</u>	<u>Address</u>	<u>Party</u>	<u>Appointed</u>	<u>Term Ends</u>
Gloria Dover (Ch.)	109 Thames St.	D	04-01-17	03-2020
Naomi McClure	64 Berkeley Ave.	D	03-05-18	03-2021
Waldren Phillips	51 Jefferson Ave.	D	04-01-17	03-2020
William Vogel	266 Lower Blvd.	R	03-05-18	03-2021
Patricia Zalesny	90 Plant St.	R	03-05-18	03-2021
Kathleen Kanouff (Alt.)	63 Niles Hill Rd. #C-1D		03-05-18	03-2021

*Vacancy (alternate)*

*Councilor Liaison: Councilor Tranchida*  
*Meets 2<sup>nd</sup> Thursday of each month @ 5:00 p.m.*  
*Three year terms (Plan requires terms start 04-01 and end 03-31)*  
*Five Regular Members; Two Alternates*  
*Web: Lori Barberi, ODP*

*Page Revised 03-18*

**COMPENSATION BOARD**  
**Charter Sec. 96**  
**Council Appoints**

**INACTIVE**

*History – Created by 1927 Special Act – State of Connecticut*

*Page Revised 07-14*

**CONSERVATION COMMISSION**  
**Code Sec. 2-39**  
**Mayor Appoints**

<u>Name</u>	<u>Address</u>	<u>Party</u>	<u>Appointed</u>	<u>Term Ends</u>
Armand Beaudette	83 Thames St.	U	07-2016	07-2021
Naomi McClure	64 Berkeley Court	D		07-2015
Susan Munger	11 Plant St.	D	06-2015	06-2020
Robert Stuller (Ch.)	19 Evergreen Ave.	G		07-2012
Patricia Zalesny	90 Plant St.	R		07-2013
Peter Cooper (Alt.)	239 Ocean Ave.	D	06-24-16	06-2018
Ariel Hallisey (Alt.)	202B Pequot Ave.	R	06-24-16	06-2018

*Five Members: Five year term*

*Two Alternates: Two year term*

*Technical Advisor: Michelle Johnson-Scovish*

*Councilor Liaison: Councilor Dominguez*

*Web: Shelly Briscoe, ODP*

*Page Revised 12-17*

**ECONOMIC DEVELOPMENT COMMISSION**  
**Code Sec. 2-47**  
**Council and Chief Executive Officer Appoint**

<u>Name</u>	<u>Address</u>	<u>Party</u>	<u>Appointed</u>	<u>Term Ends</u>
Dr. Abel Donka	500 Pequot Ave.	R	11-20-17	03-2022
Katherine Goulart	54 Dow St.	R	03-06-17	03-2022
Michael Kegler	461 Bank St.	D	01-02-18	01-2023
Rosanne M. Sinagra	17 Home St.	D	11-16-15	11-2020
<i>Vacancy (Exp. 10/2021 - D. Wardwell resignation)</i>				
<i>Vacancy (Exp. 12/2020 – D. Donovan resignation)</i>				
<i>Vacancy (Exp. 04/2021 – S. Zaccheo resignation)</i>				
Marcus Fisk	302 Montauk Ave.		06-05-17	CEO Appointment
Linda Mariani			03-2016	CEO Appointment
Paul Reid	400 Bank St.		05-2016	CEO Appointment

*Seven appointed by City Council (not more than five from same political party)*  
*Three non-voting members appointed by Chief Executive Officer in March of each year with no term limits or party affiliation restrictions.*  
*Residency subject to Charter Sec. 45*  
*Term: Five years for Council appointees unless stipulated (See: 2-47 B)*  
*Meets as posted*  
*Technical Advisor: ODP Staff*  
*Councilor Liaison: President Pro Tem Venditto*  
*Web: Shelly Briscoe, ODP*

**ETHICS BOARD**  
**Charter Sec. 170**  
**Council Appoints**  
**Party Affiliation Ratio Stipulated by Charter**

<u>Name</u>	<u>Address</u>	<u>Party</u>	<u>Appointed</u>	<u>Term Ends</u>
Dennis Downing	17 Mahan St.	R	03-06-17	03-2024
Marie Gravell	41 Waller St.	D	10-17-16	10-2023
David Hersant	485 Montauk Ave.	R	01-26-09	11-2011
K. Robert Lewis, Chair	81 Blackhall St.	R	03-15-10	11-2016
Karen Paul	281 State St.	R	08-03-15	08-2022
<i>Vacancy</i>				
<i>Vacancy</i>				

*Ethics Board Policy begins in Code Sec. 15-201*

*Seven Members – No more than four from one party*

*Must be appointed by a 5/7 vote of council*

*Meets as posted*

*Term: Seven years unless stipulated*

*Technical Advisor: Director of Law, Ex-Officio Member*

*Web: Council Administrator*

*Page Revised 03-17*

**FILM COMMISSION**  
**Code Sec. 2-45**

## Inactive and unfunded

*\*The 2006 ordinance referenced position now called "council president" – Definition under review to determine if references to "mayor" prior to 2011 now apply to elected mayor or to council chair now titled "president." Ordinance provides that vacancies are filled by council, if mayor fails to act in a timely fashion.*

**FINANCE BOARD**  
**Charter Sec. 52**  
**Council appoints upon recommendation of Mayor**  
**Unexpired term vacancies are appointed by Council**

<u>Name</u>	<u>Address</u>	<u>Party</u>	<u>Appointed</u>	<u>Term Ends</u>
Lonnie Braxton	45 Pacific St.	D	12-17-13	12-2018
Stephanie Brown	84 Waller St.	U	04-07-14	04-2019
Jerome Fischer	28 Greenway Rd.	D	01-04-16	07-2020
Donald Macrino	255 Pequot Ave.	D	12-17-13	12-2018
Walter Williams	24 Granada Terr.	D	03-05-18	07-2021

*Meets as posted*

*Five Members*

*Term: Varies (Charter indicates terms of 1, 2, 3, 4 or 5 years)*

*Technical Advisor: Director of Finance*

*Council Liaison: President Nolan*

*Web: Finance Dept. Assistant*

*Page Revised 03-18*

**FOREIGN TRADE ZONE**  
**Code Sec. 2-97**  
**Council Appoints**

<u>Name</u>	<u>Address</u>	<u>Party</u>	<u>Appointed</u>	<u>Term Ends</u>
Kathleen Amrein	20 Keeney Lane	D	06-04-18	06-2023
Robert G. Guertin	461 Bank St. #701	R	03-06-17	03-2022
Henry Savin	281 Gardner Ave.	U	07-03-17	12-2021
Carolyn Leuze	55 Bayshore Dr.	R	07-03-17	03-2020
Paul Reid	400 Bank St.	D	01-05-15	01-2020
<i>Vacancy</i>				
<i>Vacancy</i>				

*Technical Advisor: Ned Hammond*  
*Meets As Posted*  
*Term: Five Years*  
*Seven Members*  
*Council Liaison: President Pro Tem Venditto*  
*Web: Shelly Briscoe, ODP*

*Page Revised 06-18*



**HISTORIC DISTRICT COMMISSION**  
**Code Sec. 17-44 Code Sec. 6-6.2 CGS Sec. 7-147**  
**Appointing Authority not specified**  
**Appointments made by council since 1983**

<u>Name</u>	<u>Address</u>	<u>Party</u>	<u>Appointed</u>	<u>Term Ends</u>
Mary E. Baker	38 Chapel Dr.	D	10-20-14	11-2019
Sara Chaney	43 Granada Terr.	D	03-06-17	03-2022
Laurie Deredita (Vice-Ch.)	16 Mansfield Rd.	D	12-01-17	11-2022
Laura Nadelberg	17 Starr St.	D	07-06-15	11-2020
Kathleen Wick (Ch.)	5 Granite St.	R	12-01-17	11-2022
Ariel J. Hallisey (alt.)	202B Pequot Ave.	R	03-06-17	03-2022
<i>Vacancy (alt.)</i>				
<i>Vacancy (alt.)</i>				

*Technical Advisor: ODP Staff*  
*Council Liaison: President Pro Tem Venditto*  
*Term: Five years unless stipulated*  
*Five regular members; three alternates (per statute)*  
*Meets: Second Wednesday of each month or as posted*  
*Web: Lori Barberi, ODP*

**HOUSING AUTHORITY**  
**Section 8-41 Connecticut State Statutes**  
**Mayor Appoints**

<u>Name</u>	<u>Address</u>	<u>Party</u>	<u>Appointed</u>	<u>Term Ends</u>
Candace Devendittis	107 Federal St.	D	03/15/18	08/31/2022
Betsy Gibson-Pierce	461 Bank St., P4	D	3/3/16	8/31/2017
Shannon M. Heap	1080 Ocean Avenue	R	10/18/16	8/31/2020
Kathleen Mitchell	395A Broad St	D	6/23/16	8/31/2021
Jeanette P. Parker	48 Crystal Ave., A-57	D	4/7/16	8/31/2019

*Web: Mayor's Office Assistant*  
*Council Liaison: President Nolan*

*Page revised 03/18*

**PARKING AUTHORITY**  
**CT Special Act 475 1951**  
**Code Sec. 20-10**  
**Council Appoints**

<u>Name</u>	<u>Address</u>	<u>Party</u>	<u>Appointed</u>	<u>Term Ends</u>
<i>Mayor (definition and possible ordinance under consideration)</i>				
City Manager (Chief Executive Officer [Mayor] by nature of City ordinance amending title references)				
Alexander Bochain, Ch.	2 State St.	D	07-16-12	05-2017
Benjamin Burdick, Sec.	35 Hall Ave.	R	06-06-11	05-2016
Carmelo Foti	56B State St.	D	03-23-15	03-2020
Suzanne Simpson	461 Bank St.	I	10-03-16	10-2021
Keith Turner	73 Lower Blvd.	D	04-18-16	05-2020 (Sotir term)

This commission was created by a State Special Act. City Council adopted Ordinance 05-04-15-1 establishing a Parking Authority.

*Term: Five Years*

*Technical Advisor: Ned Hammond*

*Councilor Liaison: President Nolan*

*Five Members plus Mayor*

*Web: Lori Barberi, ODP*

*(City Manager cited as an executive officer of the commission in text of act. This title cannot be amended by the blanket City ordinance changing City Manager title to Chief Executive Officer [Mayor])*

**PARKS AND RECREATION COMMISSION**  
**Council Appoints**  
**Code Sec. 16-15**

<b>Name</b>	<b>Address</b>	<b>Party</b>	<b>Appointed</b>	<b>Term Ends</b>
Donna M. Bailey	803 Ocean Ave.	D	10-03-16	10-2019
Nancy Baude	22 Aitchison Dr.	D	07-06-15	07-2018
Margaret Cotnoir	24 Fitch Ave.	D	07-06-15	07-2018
Nicole T. Dallas	4 Crystal Ave.	R	03-05-15	03-2018
James Diaz-Saavedra	12 Farnsworth St.	D	03-05-18	03-2021
Norman Harrison	63 Raymond St.	U	07-06-15	07-2018
Michael Hudson	40 Fowler Ct.	R	07-06-15	07-2018
Priscilla Peabody	321 Crystal Ave.	R	10-03-16	10-2019
Willie Quinones	22 Rogers St.	D	07-06-15	07-2018
Christina Bliven (alt.)	42 Prest St.	D	10-03-16	10-2019
Ricky J. Free (alt.)	2 Converse Pl.	D	03-06-17	03-2020

*Meets first Wednesday of each month at 6:30 p.m. in the Senior Center Library*

*Nine regular members, two alternate members*

*Term: Three Years*

*Ex-Officio Member: Director of Recreation*

*Council Liaison: Councilor Satti*

*Web: Lori DeLucca, Recreation*

**PEDESTRIAN ADVISORY COMMITTEE**  
**Council Appoints**  
**Created by Council Action – Not Ordinance**

<u>Name</u>	<u>Address</u>	<u>Party</u>	<u>Appointed</u>	<u>Term Ends</u>
James Burke, Chair	52 Huntington St.	D	11-2017	11-2019
Stephen Campbell	127 Hempstead St.	I	06-2018	06-2020
Kathryn Cole	22 Henderson Rd.	R	07-2015	07-2017
Ronald Gaska	281 State St.	D	08-2015	08-2017
John H. Gillis	309 Crystal Ave.	D	11-2016	11-2018
Terry Horton	35 Brainard St.	I	07-2015	07-2017
Karen Paul	281 State St.	R	11-2016	11-2018

*Meets as Posted*

*Nine Members*

*Term: Seven members appointed by Council to two(2) year staggered terms to begin July 1; four (4) members to be appointed in even years and five (3) members appointed in odd years*

*Council Liaison: Councilor Olsen*

*Web: City Council Administrator*

*Page Revised 06-18*

**PENSION COMMITTEE**  
**Code Sec. 15-163**  
**Ordinance 01-19-16-1**  
**Membership Designated**  
**\*Charter Sec. 45 requires City residency**

Director of Finance

Treasurer

Representative from the Professional Secretary Association of NLPS

The Mayor (or designee)

Representative from the Municipal Employees Union

*\*Where a “designee” is permitted, residency is not mandated for temporary assignment*

*Meets quarterly in Finance Department*

*Technical Advisor: Director of Finance*

*Councilor Liaison: Councilor Dominguez*

*Web: Finance Dept. Assistant*

*Page revised 12-17*

**PERSONNEL BOARD**  
**Code Sec. 2-38**  
**Chief Executive Officer Appoints**  
**Party Affiliation Ratio Stipulated by Ordinance**

<u>Name</u>	<u>Address</u>	<u>Party</u>	<u>Appointed</u>	<u>Term Ends</u>
Sara Chaney	43 Granada Terr.	D	04-2016	12-2019
Melissa Ford	20 Maxson Pl.	R	06-2016	12-2017
Lizabeth Gonzalez Quinones	22 Rogers St.	D	08-2016	12-2020
Bruce Rinehart	69 Cutler St.	R	01-2018	12-2021
Ron Ward	27 Cole St.	U	12-2015	12-2020

*Meets: Last Monday of each month or as posted*  
*Five Members – No more than three from same political party*  
*Term: Five Years*  
*Council Liaison: Councilor Dominguez*  
*Technical Advisor: Tina Collins*  
*Web: Chief Examiner/Labor Assistant*

**PLANNING & ZONING COMMISSION**  
**Charter Sec. 160**  
**Council Appoints**  
**Party Affiliation Ratio Stipulated by Charter**

<u>Name</u>	<u>Address</u>	<u>Party</u>	<u>Appointed</u>	<u>Term Ends</u>
Lloyd Beachy	539 Alewife Pkwy.	D	09-03-13	12-2018
Dick Humphreville	824 Pequot Ave.	D	04-04-16	09-2021
Barry Levine	50 Woodlawn Rd.	D	06-04-18	06-2023*
Paul Reid	400 Bank St.	D	04-04-16	04-2021
Karl Saszik	19 Starr St.	R	11-04-14	12-2019
Ronna Stuller	19 Evergreen Ave.	G	04-04-16	11-2019
<i>Vacancy (T. Rakow resignation – exp. 04-2021)</i>				
Nancy Anglin (Alt.)	250 Willetts Ave.	D	06-04-18	06-2023
Kassidy Brown (Alt.)	28 Pacific St.	D	07-02-18	07-2023
Luis Cotto-Perez (Alt.)	60 Warren St.	U	01-02-18	01-2023

*Meets: 1<sup>st</sup> and 3<sup>rd</sup> Thursday each month @ 7:00 p.m. in City Council Chambers*

*Membership: Seven regular members and three alternates*

*No more than four regular members from the same political party*

*No more than two alternates from the same political party*

*Appointments require 5/7 vote of the City Council*

*Term: Five years or as stipulated by Council*

*No member shall serve more than two consecutive five year terms; this restriction shall not apply to alternate members.*

*Technical Advisor: City Planner*

*Council Liaison: President Pro Tem Venditto*

*Web: Shelly Briscoe, ODP*

\*Indicates member is serving 2<sup>nd</sup> consecutive term

*Page Revised 07-18*



**POET LAUREATE SELECTION COMMITTEE**  
**Council Appoints**  
**Code Sec. 2-48.2**

<u>Name</u>	<u>Address</u>	<u>Party</u>	<u>Appointed</u>	<u>Term Ends</u>
Margaret Bucaram	275 Montauk Ave.	D	12-19-16	12-2019
Nicholas Checker	702 Williams St.	U	12-19-16	12-2019
Tracee Reiser	148 Gardner Ave.	D	12-19-16	12-2019
Jeanne Sigel	38 Glenwood Ave.	D	12-19-16	12-2019
James A. Stidfole	461 Bank St. P-1	D	12-19-16	12-2019

*Five regular members*

*Term: Three Years*

*Council Liaison: Councilor Tranchida*

*Web:*

*Page revised 12-17*

**POLICE COMMUNITY RELATIONS COMMITTEE**  
**Code Sec. 2-42**  
**Council Appoints**

<u>Name</u>	<u>Address</u>	<u>Party</u>	<u>Appointed</u>	<u>Term Ends</u>
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*Councilor Nartatez – Public Safety Committee Chair (Member by Ordinance)*  
*Designee of Police Chief (Designee if temporary, not held to residency requirements)*  
*Police Union*

Gregory A. Archer	25 Gardner Ave.	D	06-04-18	06-2021 <i>Citizen</i>
Richard Baez, Chair	29 Aitchison Dr.	D	04-18-16	04-2019 <i>Hispanic Comm.</i>
Robert Bareiss	96 Hempstead St.	D	03-06-17	03-2020 <i>Citizen</i>
Katherine Goulart	54 Dow St.	R	01-02-18	01-2021 <i>Citizen</i>
Marie Gravell	41 Waller St.	D	03-06-17	03-2020 <i>Citizen</i>
Habibah Abdul-Hakeem	14-16 Home St.	I	12-21-15	12-2018 <i>Citizen</i>
Linda Mariani	756 Pequot Ave.	D	03-06-17	03-2020 <i>Citizen</i>
Tracee Reiser	148 Gardner Ave.	D	01-22-13	12-2016 <i>Edu.</i>
Kristin Wraight	137 Ocean Ave. #1	G	04-18-16	04-2019 <i>Gay Comm.</i>
<i>Vacancy (NAACP Rep.)</i>				

*Meets: First Tuesday of each month at the Senior Center*

*Term: Three years (from July 1 according to ordinance). Terms often begin at appointment date or are staggered at discretion of council.*

*13 Members (all City residents with exception of designee of Police Chief)*

*Chair Public Safety Committee*

*NAACP*

*Gay and Lesbian Community*

*Education Community*

*Hispanic Community*

*Police Union*

*Designee of Police Chief*

*Six citizens*

*Council Liaison – Councilor Nartatez*

*Web:*

**PORT AUTHORITY  
(Harbor Improvement Agency)  
Code Sec. 5-36 and Charter Sec. 39  
Chief Executive Officer Appoints**

<u>Name</u>	<u>Address</u>	<u>Party</u>	<u>Appointed</u>	<u>Term Ends</u>
Chief Executive Officer – Mayor Passero				
Kenneth Edwards	21 Granada Terr.		01-30-17	06-2020
Samantha Egger	7 Aitchison Dr.		11-15-17	06-2018
John S. Johnson	239 Bank St.		01-30-17	06-2019
Michael Kegler	461 Bank St. #504		11-14-17	06-2019
Karl J. Saszik	19 Starr St.		01-30-17	06-2018
Kathy Walburn	21 Blackhall Ct.		01-30-17	06-2020

*Seven voting members include Chief Executive Officer [Ord. 11-01-10-7]*

*Meets 2<sup>nd</sup> Thursday of each month @ 6:00 p.m. or as announced*

*Term: three years*

*Technical Advisor: ODP staff*

*Council Liaison: Councilor Olsen*

*Web: Council Administrator*

**SCHOOL MAINTENANCE AND BUILDING COMMITTEE**

**Code Sec. 2-46**

**Appointments by position per Ordinance 12-19-11-1**

**Residency required by Charter Sec. 45**

*Councilor Satti – Chair*

*Councilor Tranchida*

**Two Members of the BOE appointed by the BOE President:**

\_\_\_\_\_  
\_\_\_\_\_

**Director of Public Works:** Brian Sear

**Fire Marshall**

**Building Official:** Kirk Kripas (D), 232 Willetts Ave.

**Citizen Appointment:** Martha Bauduccio (D), 20 Williams St. (four year term)

**Citizen with Green Building Knowledge:** Kendric Hansen (G), 242 Ocean Ave.

**Director of Finance:** Don Gray, Jr.

**Superintendent of Schools:** Dr. Stephen Tracy

Membership allows principal and two parents from each school.

Meets as posted

Term: 4 years except position appointments

Web: NLPS Website

*Page Revised 12-17*

**SENIOR AFFAIRS COMMISSION**  
**Code Sec. 2-49**  
**Council Appoints**

<b>Name</b>	<b>Address</b>	<b>Party</b>	<b>Appointed</b>	<b>Term Ends</b>
James Carscadden	272 Willetts Ave.	D	07-02-18	07-2020
Nicolo A. Festa	48 Maple Ave.		03-06-17	03-2019
German Gonzalez Sr.	149 Huntington St.		11-02-16	11-2018
Judith A. Kierys	15 Woodlawn Rd.	D	03-06-17	03-2019
Lyndon McAllister, Co-Ch.	83 Mansfield Rd.	G	10-02-17	10-2019
Karen Paul, Ch.	281 State St.	R	07-03-17	07-2019
<i>Vacancy</i>				
<i>Vacancy</i>				
<i>Vacancy</i>				

*16 members (9 over age 55)*

*Technical Advisor: Director of Law, Ex-Officio Member*

*Non-voting:*

*Director of Recreation – Tommie Major*

*Senior Center Coordinator*

*Chair of Public Welfare Committee – Councilor Tranchida*

*Health Professional*

*Representative of the Housing Authority*

*Representative from professional or business field*

*Representative from a government or private welfare department or agency*

*Meets 4<sup>th</sup> Friday of every month at the Senior Center*

*Term: two years*

*Membership: Residency requirement (Charter Sec. 45)*

*Council liaison: President Nolan*

*Web: City Council Administrator*

**SUSTAINABILITY TEAM**  
**Created pursuant to Resolution 020518-1**  
**Mayor appoints with Council Approval**

<b><u>Name</u></b>	<b><u>Address</u></b>	<b><u>Party</u></b>	<b><u>Appointed</u></b>	<b><u>Term Ends</u></b>
Kenric Hanson	242 Ocean Ave.	D	03-05-18	03-2020
Bruce Hyde	97 Lower Blvd.	D	03-05-18	03-2020
Andrew Lopez	286 Montauk Ave.	G	03-05-18	03-2020
Alicia McAvay	38 Lincoln Ave.	D	03-05-18	03-2020
Susan Munger	11 Plant St.	D	03-05-18	03-2020
Brian Nixon	14 Washburn Rd.	D	03-05-18	03-2020
Bob Stuller	19 Evergreen Ave.	G	03-05-18	03-2020

*7 members, 2 year terms*  
*Page Revised 03-18*

**VETERANS ADVISORY COMMITTEE**  
**Mayor Appoints**  
**Code Sec. 2-48.1**

<u>Name</u>	<u>Address</u>	<u>Party</u>	<u>Appointed</u>	<u>Term Ends</u>
Gregory Dzikczek	112 Ocean Ave.		09-15-16	09-14-18
Stephen Hallquist	83 Shaw St.		11-21-16	09-14-18
David Hersant	485 Montauk Ave.		09-15-16	09-14-19
Alvin Kinsall	22 Penny Lane		09-15-16	09-14-19
K. Robert Lewis	81 Blackhall St.		09-15-16	09-14-19
Steven Ricard	31 Fitch Ave.		09-15-16	09-14-19
Harry Shaffer	96 Green St.		01-19-18	09-2019 (Ayala term)

*Seven regular members*

*Term: Initial appointments are three (3) for two (2) years and four (4) for three (3) years.*

*Thereafter, each succeeding member is appointed for a three year term*

*Web: Mayor's Office Assistant*

*Page revised 01-18*

**WATER/WATER POLLUTION CONTROL AUTHORITY**  
**Charter Sec. 3a**  
**Referendum of 11-3-81**  
**Mayor Appoints with Council Approval**  
**Party Affiliation Ratio Stipulated in Ordinance**

<u>Name</u>	<u>Address</u>	<u>Party</u>	<u>Appointed</u>	<u>Term Ends</u>
Gregory Dziczek	112 Ocean Ave.	U	01-22-13	12-2016
Melissa Ford	20 Maxson Place	R	12-18-17	12-2020
Scott Loring	12 Glenwood Pl.	U	11-17-14	11-2019
Margarita Mogollón	85 Cove View Rd.	G	02-16-16	11-2019 (Stip.)
Angela Lewis-Peters	461 Bank St. 310	D	03-05-18	02-2023
John Russell	34 Robinson St.	R	01-22-14	01-2019
Barry Weiner, Ch.	62 Reyburn St.	R	12-21-15	12-2020

*Membership: Seven members – no more than four from same party*

*Mayor may remove for cause*

*Meets: 4<sup>th</sup> Thursday of each month at 7:00 p.m. at the Senior Center (except Nov. and Dec., then 3<sup>rd</sup> Thursday)*

*Term: Five years*

*Technical Advisor:*

*Council Liaison: Councilor Olsen*

*Web: Marianna McGuirk, Public Utilities*



**ZONING BOARD OF APPEALS**  
**Council Appoints**  
**Established by Council 1928 – Non-Ordinance**

<b>Name</b>	<b>Address</b>	<b>Party</b>	<b>Appointed</b>	<b>Term Ends</b>
Armand Beaudette	83 Thames St.	U	05-22-08	06-2012
Donald T. Curcuro	11 Bentley Ave.	R	09-16-13	06-2018
Ann M. Keating, Ch.	45 Crest St.	R	05-22-08	06-2013
Alan Mayer	860 Montauk Ave.	U	06-01-15	06-2020
Derron W. Wood	10 Prospect St.	D	09-16-13	06-2018
Daniel Docker (Alt.)	17 Center St.	R	03-15-10	06-2014
Ricky J. Free (Alt.)	2 Converse Pl.	D	07-17-17	07-2022
Greg Kotecki (Alt.)	363 Glenwood Ave.	D	07-03-17	07-2022

*Meets: Last Thursday of each month at 7:00 p.m. or as posted*

*Term: Five years*

*5 regular members; 3 alternates*

*Technical Advisor: Michelle Johnson Scovish*

*Council Liaison: President Pro Tem Venditto*

*Web: Shelly Briscoe, ODP*