

OV TAX DISTRICT CHARTER

Approved by the Voters at the May 21, 2019, Annual Meeting.

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STRAFFORD TOWN CLERK

Article I. Establishment of the Tax District

Sect. 1 Preamble

Pursuant to Chapter 105 of the Ct. General Statutes, the Oronoque Village Tax District is established in the Town of Stratford, Ct. The District includes all real property within the boundaries identified as Oronoque Village on Stratford Town Clerk's Map 2185 and the Notice filed at Volume 545 Page 693 of the Stratford Land Records. The state statutes shall supersede any provisions of the Oronoque Village Tax District Charter in the event of conflict.

Sect. 2 Purposes of the District:

The purposes of a District may be: to light streets, to plant and care for shade and ornamental trees; to construct and maintain roads, sidewalks, crosswalks, drains and sewers; to appoint and employ watchmen or police officers; to acquire, construct, maintain and regulate the use of recreational facilities; to plan, lay out, acquire, construct, reconstruct, repair, maintain, supervise and manage a flood or erosion control system; to plan, lay out, acquire, construct, maintain, operate and regulate the use of a community water system; to collect garbage, ashes and all other refuse matter and provide for the disposal of such matter; to implement tick control measures; and such other lawful purposes of districts provided in Section 7-326 of the Connecticut General Statutes and any other applicable general or special act as amended as the District shall decide to undertake.

The specific responsibilities of the Oronoque Village Tax District are defined by various agreements and their amendments between Oronoque Village Tax District and Oronoque Village Condominium Association maintained in the Office of the District's Executive Director.

Article II. Annual and Special Meetings of the Tax District Voters

Sect. 1 Legal Voters of the Tax District

Except as otherwise provided by law, the voters of the District shall be all persons who are at least 18 years old, citizens of the United States, and either a) bona fide residents of the District who are registered to vote in the Town of Stratford or b) individually or jointly liable for or statutorily exempted from taxes upon property located within the District on an assessment of at least \$1000 on the last grand list. Each voter shall be entitled to a single vote regardless of the amount or number of properties the voter owns or occupies within the District.

Sect. 2 Annual Meeting Purpose

The voters of the Tax District shall hold an annual meeting in May as provided by ordinance of the Tax District or on such other day and at a time and place designated by the Directors in the notice of

meeting, provided that the annual meeting is at least 30 days before the end of the fiscal year. At this meeting, the voters shall elect the District's Officers and Directors, adopt the budget for the following fiscal year, establish the tax rate, and conduct such other business as is either stated in the meeting's agenda, or if not stated in the meeting's agenda, approved for consideration by two-thirds of the voters present at the meeting.

Sect. 3 Notice of Annual and Special Tax District Meetings

The annual and special meetings of the voters shall be held at a time and location selected by the Board of Directors. Notice of annual and special meetings shall be published, along with the purposes of the meeting, in a local newspaper at least 10 days in advance and signed by the President or any three directors. The President shall prepare and file an agenda for each annual, special and regular meeting of the voters with the District's Clerk at least 24 hours in advance.

Sect. 4 Quorum for Annual and Special Tax District Meetings

The presence of fifteen voters shall constitute the quorum necessary to conduct business at the Annual and any Special Meeting. The Officers and Directors present at the meeting shall qualify as members of the quorum. If fifteen voters are not present at the meeting, the President, or Vice President in his absence, shall adjourn and reschedule the meeting until at least 15 voters are present. When a quorum is present, the affirmative vote of a simple majority (or such higher proportion required by law or this Charter) of the voters present and voting shall be deemed the approval of the voters for all questions arising.

Sect. 5 Requirements for Special Meetings of Tax District Voters

A Special Meeting of the Voters may be called to consider a special question or circumstance and shall be held within 21 calendar days after the Board of Directors receives a written application to do so from either the President of the District, or any three members of the Board or 20 voters of the District. The written application shall be submitted to the District's Clerk and shall indicate the purpose of the meeting. At the meeting, the voters shall act only on the business stated in the application. A quorum of 15 voters is required at such meeting, and the affirmative vote of a simple majority (or such higher proportion required by law or this Charter) of the voters present and voting shall be deemed the approval of the voters for all questions arising.

Sect. 6 Conduct of Annual and Special Tax District Meetings

The President shall conduct all annual and special meetings of the voters, and may impose and enforce such rules, procedures, and directives as are reasonably necessary for the orderly transaction of business.

Sect. 7 Records of the Tax District

All records relating to the conduct of the voters' business which are maintained or kept on file by the District, and not exempt from disclosure by state or federal law, shall be available to the general public for inspection during regular office or business hours. Within 4 business days after receiving a written request for specified non-exempt records the District shall provide either A) copies of the records requested; B) the anticipated date by which the records can be produced, compiled and copied; or C) the reasons why the records are exempt from disclosure along with a refund of any payment. The

District may charge the actual reproduction costs associated with such a request up to fifty cents per page, and require prepayment if such costs are estimated to be ten dollars or more.

Article III. Tax District's Board of Directors-- Governing Body

Sect. 1 Purpose of the Board of Directors

The District's Board of Directors shall be its governing body, manage the District and conduct its affairs, appoint its committees, and officials, hire and fire its employees, execute and perform its contracts, and exercise all other powers provided by this Charter and all applicable general or special acts, as amended, not otherwise specifically reserved to the voters.

Sect. 2 Powers of the Board Of Directors

The Board shall have all powers, and may employ all remedies and mechanisms which are available at law or equity for effectuating the District's purposes, enforcing its Charter and ordinances, collecting its taxes, and other receivables, exercising its lawful rights, and protecting its interests in the District's name, except as specifically prohibited by law.

The Board may purchase and maintain such liability, property, and/or other insurance on the District's behalf as it deems appropriate.

The Board may enact ordinances for carrying out the District's purposes with penalties to secure their enforcement. Except as otherwise provided by law or this Charter, ordinances shall be deemed enacted upon the approval of a simple majority of the Directors at any duly called meeting of the Board. An ordinance shall become effective 30 days after publication of its full text in a local newspaper if enacted at a Board Meeting, or 15 days after such publication if enacted at a meeting of the voters. A summary of the ordinance may be published in lieu of its full text so long as a) the ordinance does not make or require an appropriation, b) the summary adds, "This document is prepared for the benefit of the public, solely for purposes of information, summarization and explanation. This document does not represent the intent of the legislative body of the District for any purpose," and c) the District's Clerk will provide for inspection or mailing at no charge a copy of the full text to any member of the public so requesting.

Sect. 3 Limits on Powers of Directors

No contract or obligation which involves an expenditure by or loan to the District of \$10,000 or more in any year in which the District's grand list is less than or equal to twenty million dollars, or \$20,000 or more in any year in which the District's grand list is greater than twenty million dollars, shall be made by the Board unless specifically authorized by the voters in the budget or any other duly called annual or special meeting. The District's Clerk shall give written notice to the Town's treasurer within 30 days after any final decision of the Board to borrow money.

In the event of an emergency not provided for in the budget, the Board by resolution approved by two-thirds of the Directors may contract for or spend an amount less than \$10,000 per emergency. Any resulting deficit will be a mandatory item in the following year's budget.

The District may issue bonds in accordance with applicable law.

Sect. 4 Obligations by Officers and Directors

The Board may by ordinance, require Officers to give security or bond for the faithful discharge of their duties, any premiums on which will be paid by the District.

The District shall protect and save harmless its employees, appointees, Officers and Directors from financial loss and expense, including legal fees and costs, arising out of any claim, demand, suit or judgement for its acts or omissions in the discharge of their duties in accordance with Section 7-101a of the Connecticut General Statutes.

The District's employees, appointees, and Directors shall be reimbursed for their reasonable expenses incurred in connection with the performance of their duties. Employees, if any, shall receive such compensation as provided by written contract with the Board. Directors and appointees shall serve without compensation unless, at a duly called annual or special meeting, the voters authorize the Board to establish such compensation by ordinance.

Article IV. Officers and Directors of the Tax District's Board

Sect. 1 Number of Members on Board

The Board of Directors shall consist of nine members: four elected District Officers of President, Vice President, Clerk, and Treasurer who also serve as Directors, plus five additional Directors.

Sect. 2 Officer and Director Eligibility

Any voter of the District is eligible to run for and serve as a Director in accordance with this Charter and applicable law. Nominations may be taken from the floor or according to such other nominating procedures as may be provided by ordinance.

Sect. 3 Limitations on Board Members

In any fiscal year in which the District's receipts from all sources exceeds two hundred fifty thousand dollars, no more than two-thirds of the Board shall be members of the same political party.

Sect. 4 Officer and Director Term of Office

Officers and Directors elected at the annual meeting shall take office on July 1 following their election. The four titled Officers shall serve one-year terms as Officers and also serve three-year terms as Directors. Each year three Directors of the nine-member Board shall be elected to serve three-year terms.

Sect. 5 Revision to Number of Directors

At any duly called annual or special meeting, the voters may authorize the Board to a) decrease the membership of the Board to five members, consisting of four Officers who also serve as Directors, plus one additional Director, all of whom shall be elected for a one-year term and/or b) provide for one member of the Board to serve as both its Clerk and Treasurer.

Sect. 6 Board of Director Vacancies

Any vacancy of a Director occurring between annual meetings may be filled until the next annual meeting by a voter of the District appointed by a simple majority of the remaining Directors at a regular or special meeting of the Board, even in the absence of a quorum. At the next annual meeting, the remaining term of the vacancy shall be filled by election.

Sect. 7 The President

The President shall be the District's chief executive officer, preside at all meetings of the voters and of the Directors, designate the duties of each Director consistent with those provided in this Charter and by law, approve all bills for payment by the Treasurer, appoint the chairpersons of committees, and officials of the District subject to confirmation by the Board, appoint or delegate to such chairpersons the power to appoint all other members of such committees, and serve as an ex officio member of all such committees. The President shall vote to dissolve a tie.

Sect. 8 The Vice-President

The Vice-President shall have such authority and duties as may be assigned by the President, and all authority and duties of the President whenever the President is absent, vacates office, or is otherwise unable to exercise the same for any reason.

Sect. 9 The Clerk

The Clerk shall keep a record of the minutes of all meetings of the voters and of the Directors, request and keep a list of the voters of the District from the registrar of voters and the assessor of the Town, and annually receive from the assessor of the Town and provide to the District's Treasurer a copy of the grand list of all property in the District after it has been completed by the Town's Board of Assessment appeals.

Sect. 10 The Treasurer

The Treasurer shall be in charge of the collection and payment of all moneys of the District under such procedures as shall be directed by the board of directors, and shall serve as, or supervise the person employed or appointed by the Board to be, the District's Tax Collector. By September 28 following the end of any fiscal year in which the District's receipts from all sources do not exceed one million dollars, the Treasurer shall file with the Town's Clerk a statement of the District's accounts and finances for that fiscal year, including major disbursements, sources of receipts, and such other information as may be required by law or deemed relevant by the Treasurer. At least once during any fiscal year in which the District's receipts from all sources exceed one million dollars, the Board shall cause all of the District's accounts to be audited by an independent auditor in accordance with Chapter 111 of the Connecticut General Statutes.

Article V. Meetings of Tax District's Board of Directors

Sect. 1 Schedule, Agenda and Minutes Requirements

The Directors shall hold regular meetings on such dates and at such times and locations as they deter-

mine. At these meetings, the Directors shall conduct such business as is either stated in the meeting's agenda, or, if not stated in the meeting's agenda, approved for consideration by two-thirds of the Directors. By January 31 of each year, a schedule shall be filed with the District's Clerk stating the dates of all regular meetings of the Board anticipated for that calendar year and of the District's Annual Meeting. Absent an emergency, the President shall prepare and file an agenda for each meeting of the Board with the District's Clerk at least 24 hours in advance. Notice of all regular and special meetings shall also be posted on the District's website, if it maintains one, at least 24 hours in advance.

Other than executive sessions, minutes of all Board meetings shall be taken which reflect the votes of each Director and which are made available for public inspection within 48 hours.

Sect. 2 Quorum for Board of Director's Meetings

The presence of five Directors for a nine-member Board or three Directors for a five-member Board shall constitute a quorum necessary to conduct business at any meeting of the Board. Meetings may be adjourned for lack of a quorum until such time as a quorum is present. When a quorum is present, affirmative vote of a simple majority (or such higher proportion required by law or this Charter) of the Directors present and voting shall be deemed the approval of the Board for all questions arising. The President shall conduct all meetings, and may impose and enforce such rules, procedures, and directives as are reasonably necessary for the orderly transaction of business.

Sect. 3 Executive Sessions

Board meetings shall be open to the public, unless two-thirds of the Directors vote to hold a closed executive session for the stated purpose of discussing A) appointment, employment, performance, evaluation, health, or dismissal of a public officer or employee, unless that individual requests an open meeting; B) strategy and negotiations with respect to pending claims or pending litigation to which the District or any voter thereof, because of the voter's conduct as a voter, employee, appointee, or Director of the District, is a party until such litigation or claim has been finally adjudicated or otherwise settled; C) matters concerning security, strategy or the deployment of security personnel, or devices affecting public security; D) discussion of the selection of a site or the lease, sale, construction, or purchase of real estate by the District when publicity would cause a likelihood of increased price until such time as all of the property has been acquired or all proceedings or transactions concerning it have been terminated or abandoned; E) any matter which would result in the disclosure of records exempt from public disclosure under state or federal law. Votes shall not be taken during executive session.

Sect. 4 Adjournment of Board of Director's Meetings

Meetings may be adjourned for lack of a quorum until such time as a quorum is present.

Article VI. Special Meetings of Tax District's Board of Directors

The Board of Directors shall hold a special meeting at the request of the President or any three members of the Board. At such a meeting the Directors shall act only upon the business stated in the request.

Article VII. Tax District Budget

Sect. 1 Powers of the District

In accordance with Chapters 204 and 205 of the Connecticut General Statutes and all other applicable laws, the District shall annually levy and collect taxes, along with delinquency interest and fees, upon all non-exempt real property within the District, and also such other taxes as the Board may by ordinance lawfully impose, to raise revenue for the District's governmental purposes and for the general public welfare. The District may enact ordinances, issue bonds in accordance with applicable law, exercise the same priority to collect unpaid taxes as other municipalities in the state and any other powers permitted by applicable state statutes.

Sect. 2 Fiscal Year of the District

The Fiscal Year of the District shall be from July 1 to June 30.

Sect. 3 Annual Budget Meeting

At least ten days before the annual meeting, the Treasurer shall prepare and present an annual budget for the following fiscal year to the Board of Directors for review. The budget shall contain itemized estimates of anticipated receipts and expenditures for the following fiscal year and of anticipated surpluses or deficits after the prior fiscal year, and such other information as may be required by law or deemed relevant by the Treasurer.

The budget shall be presented, along with any comments and recommendations of the Board, at the District's annual meeting. A simple majority of voters present in person at the annual meeting may approve the budget for the following fiscal year in full or with any lawful changes. If a proposed budget is rejected, the budget last approved by the voters will continue until the voters approve a subsequent budget.

If two consecutive meetings of the voters called for the purpose of approving a budget fail to attract a quorum, the proposed budget shall be deemed approved.

Sect. 4 Voters Approval of the Budget

Upon obtaining the affirmative vote of a simple majority of those legally entitled to vote and present in person at the annual budget meeting, the proposed annual budget shall be deemed to be approved and adopted. Approval or adoption of the budget shall not be considered an obligation or limitation on the amount of expenditures, in total or for any item therein, for the period covered by the budget, except as to specifically described projects for which lesser or greater allocations were rejected by the voters by separate vote. In no fiscal year shall total expenditures exceed the approved budget by more than ten per cent without the approval of a simple majority of the voters present in person at a special meeting called for such purpose.

Sect. 5 Levy and Collection of Taxes

The Board shall fix a mill rate for all taxes to be levied (or, at the Board's discretion, separate mill rates for each type of tax to be levied) which shall equal the total of the approved budget, multiplied by one thousand, divided by the total of all assessed values of the properties taxed. The principal tax due on

each item of property shall equal its assessed value, divided by one thousand, multiplied by the mill rate.

Annual taxes shall be fully payable in one annual, two biannual, or four quarterly installments as the Board shall determine, the first of which shall be due on July 1. If the District's tax bills have not been issued by that date for any reason, they shall be payable 30 days after they are mailed or otherwise distributed. Special taxes shall be fully payable in a single installment on a date determined by the Board of Directors.

Article VIII. Revisions to the Charter

The District's boundaries in Article I, Section 1 of this Charter may be amended in whole or in part pursuant to the procedures set forth in Section 7-325 (b) of the Ct General Statutes.

Any other section of this Charter may only be amended in whole or in part upon the approval of a simple majority of the voters at a duly called annual or special meeting of the Tax District, providing that any change conforms to current applicable state statutes.

Within 30 days after any vote to amend this Charter, the District's Clerk shall file a copy of the amended Charter with the Town's Clerk.

If any provision of this Charter or of any Ordinance of the District is adjudicated as invalid or unenforceable, the validity and enforceability of the remaining provisions shall remain unaffected.

Article IX. Termination of the Tax District

The Tax District may only be terminated by the voters of the Tax District, providing that the termination conforms to current applicable state statutes.

Note: This OVTD Charter approved by the voters on May 21, 2019, was filed with the Stratford Town Clerk's Office on May 23, 2019, making it the official charter of the Tax District.



Raymond E. Vermette
President, OVTD