

Chairman
Hon. Carl Glad
Chairman Pro Tempore
Hon. Alvin O'Neal



Council Members

Hon. Bryan O'Connor - District 1
Hon. Christopher Green - District 2
Hon. Alvin O'Neal - District 3
Hon. René Gibson - District 4
Hon. Anthony Afriyie - District 5
Hon. Kerry Whitham - District 6
Hon. Kaitlyn Shake - District 7
Hon. Carl Glad - District 8
Hon. Alan Llewelyn - District 9
Hon. Paul Aurelia - District 10

STRATFORD TOWN COUNCIL

Room 212
2725 Main Street, Stratford, CT 06615
(203) 385-4035

Any individual with a disability who needs special assistance to participate in the meeting should contact the ADA Coordinator at 203-385-4020 or 203-385-4022 (TDD) 5 days before the meeting, if possible.

NOTICE OF PUBLIC MEETING

The Stratford Town Council will conduct a regularly scheduled meeting on Monday, January 8 at 7:00 p.m. in Council Chambers of Stratford Town Hall, 2725 Main Street, Stratford, CT.

PUBLIC FORUM WILL BEGIN AT 6:00 P.M.

AGENDA

CALL TO ORDER

INVOCATION AND PLEDGE OF ALLEGIANCE

TABLED ITEM - Adoption of Rules of Procedure (*Proposed Rules as Tabled on 12/11/23 appended as pages 7-11*)

1. APPROVAL OF MINUTES — Special meeting of December 11, 2023

RESOLVED: that the reading of the minutes of the special meeting of December 11, 2023 be dispensed with as copies thereof have been previously provided to each Council Member and the same be and are hereby approved.

2. CEREMONIAL PRESENTATIONS AND AWARDS

3. COMMUNICATIONS, BILLS, PETITIONS, REMONSTRANCES

4. MAYOR'S REPORT, QUESTIONS FOR THE MAYOR, TOWN ATTORNEY'S REPORT

4.1 MAYOR'S REPORT

4.2 QUESTIONS FOR THE MAYOR

4.3 TOWN ATTORNEY'S REPORT

5. UNFINISHED BUSINESS and/or OLD BUSINESS

6. ORDINANCES AND RESOLUTIONS

6.1 ORDINANCES6.2 RESOLUTIONS6.2.1 RESOLUTION REGARDING A FAIRFIELD COUNTY COMMUNITY FOUNDATION (FCCF) GRANT TO SUPPORT SOUTH END COMMUNITY CENTER'S LEADERS IN TRAINING PROGRAM FOR HIGH SCHOOL STUDENTS

Executive Summary: *Fairfield County's Community Foundation (FCCF) has made a grant to the Town of Stratford, South End Community Center (SECC), in the amount of \$25,000 to support SECC's Leaders in Training (LIT) program that has primary goals: (1) To improve academic success among Stratford school-aged students by using S.T.E.A.M.-based learning and enrichment opportunities, (2) To help students to prepare for post-school employment success by offering work readiness skill-building and career path exposure, and, (3) to foster a work ethic by offering students a modest stipend for successful program participation.*

Sponsored by: Stratford Town Council

WHEREAS, the Fairfield County Community Foundation (FCCF) is authorized to extend financial assistance to municipalities in the form of grants; and,

WHEREAS, this funding has been made possible from FCCF's 2023 Fall Cycle Youth Education & Workforce Development Grant Program; and,

WHEREAS, the Town of Stratford through the South End Community Center expends funds to operate programs and services supporting youth and adults in the Town of Stratford; and,

WHEREAS, it is desirable and in the public interest that the Town of Stratford enter into an agreement with Fairfield County Community Foundation in the amount of \$25,000 requiring \$0 in Town Match.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF STRATFORD:

1. That it is cognizant of the Town's grant application to Fairfield County Community Foundation for funds to support the South End Community Center's Leaders In Training Program, and,
2. That it hereby authorizes, directs and empowers the Mayor, Laura R. Hoydick, or her designee to execute and deliver such grant application (including any amendments thereto) and/or any and all related documents necessary to apply for and obtain funding from Fairfield County Community Foundation, and to implement the program once the award is secured in the name of and on behalf of the Town of Stratford.

6.2.2 RESOLUTION REGARDING A COMMUNITY INVESTMENT FUND (CIF) JOINT GRANT APPLICATION WITH THE CITY OF BRIDGEPORT FOR STRATFORD AVENUE/CT-130 TRAFFIC AND SAFETY IMPROVEMENTS

Executive Summary: *Funds to improve the Stratford Avenue Corridor (CT-130) from Seaview Avenue in Bridgeport to the Main Street in Stratford. This approximately 2.4-mile corridor includes the one-way couplet of Stratford and Connecticut Avenues in the City Bridgeport and continues as Stratford Avenue from the Bridgeport/Stratford line to Main Street in Stratford. Includes streetscaping improvements, implementation of ADA compliant infrastructure, lighting, and general accessibility along Stratford Avenue corridor.*

Sponsored by: Stratford Town Council

WHEREAS, the Connecticut Department of Economic and Community Development (CT DECD) is authorized to extend financial assistance to municipalities in the form of grants; and,

WHEREAS, this funding has been made possible from Round 4 of CT DECD's Community Investment Fund (CIF) and,

WHEREAS, the Town of Stratford expends funds for road improvements including, but not limited to, accessibility enhancement, implementation of safety measures, and streetscaping; and,

WHEREAS, it is desirable and in the public interest that the Town of Stratford along with our project partner, the City of Bridgeport, enter into an agreement with CT DECD in the amount of \$32,352,250.00, which includes the leveraging of \$5,200,000 in previously approved and allocated Town of Stratford funding from the state Local Transportation Capital Improvement Program (LOTICIP) for the CT-130 Roundabout Project.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF STRATFORD:

1. That it is cognizant of the Town's joint grant application with the City of Bridgeport to DECD's Round 4 of the Community Investment Fund for funds to improve the Stratford Avenue Corridor/CT-130 from Seaview Avenue in the City of Bridgeport to Main Street in the Town of Stratford; and,

2. That it hereby authorizes, directs and empowers the Mayor, Laura R. Hoydick, or her designee to execute and deliver such grant application (including any amendments thereto) and/or any and all related documents necessary to apply for and obtain funding from Round 4 of the Community Investment Fund (CIF) and to implement the work on Stratford Avenue/CT-130 once the award is secured in the name of and on behalf of the Town of Stratford.

7. NEW BUSINESS

7.1 **ESTABLISHMENT OF COUNCIL COMMITTEES** *Pursuant to Section XIII - Stratford Town Council Rules of Procedure*

7.1.1 Building Needs Committee

RESOLVED: that a seven (7) member Building Needs Committee consisting of three (3) Council members and four (4) other electors of the Town of Stratford be and is hereby established with membership as indicated below:

- Council Members: Mr. O'Neal, Ms. Shake, Mr. Llewelyn
- Electorate Members: Daniel Senft, Bob DeLorenzo, Len Petruccelli, Rich Fredette

7.1.2 Public Works Committee

RESOLVED: that a five (5) member Public Works Committee consisting of five Council Members be and is hereby established with membership as indicated below:

- Council Members: Mr. O'Neal, Ms. Whitham, Ms. Shake, Mr. Llewelyn, Mr. Aurelia

7.1.3 Board of Education Liaison Committee

RESOLVED: that a seven (7) member Board of Education Liaison Committee consisting of four (4) Council Members and three (3) Board of Education Members be and is hereby established with membership as indicated below:

- Council Members: Mr. Green, Ms. Whitham, Ms. Shake, Mr. Glad
- Board of Education Members: Lisa Carroll-Fabian, Sean Kennedy, Bill O'Brien

7.1.4 Ordinance Committee

RESOLVED: that a ten (10) member Ordinance Committee consisting of all Council Members be and is hereby established.

7.1.5 Public Safety Committee

RESOLVED: that a nine (9) member Public Safety Committee consisting of three (3) Council Members and six (6) other electors of the Town of Stratford be and is hereby established with membership as indicated below:

- Council Members: Mr. Green, Mr. Afriyie, Mr. Aurelia
- Electorate Members: Chris Ciuci, James Duffy, Bill Perillo, John Dobos, Jim Wiltsie, Dave Harden

7.2 Playgrounds

7.2.1 Chapel School Playground -- \$220,314.00 – Adopted FY24 CIP – Bond Funds

Replace existing playground structure. Along with the new playground structure a pour-in-place rubber surface will be added. The proposal utilizes CT State Contract #17PSX0081

RESOLVED: that the Chapel School Playground project to replace existing playground structure and add a pour-in-place rubber surface, utilizing CT State Contract #17PSX0081, in the amount of \$220,314.00 of adopted FY24 CIP Bond Funds be and is hereby approved and the Mayor be and is hereby authorized to enter into a contract for such in form acceptable to the Town Attorney.

7.2.2 Lyric Park Playground -- \$123,049.00 – Adopted FY24 CIP – Bond Funds

Replace the existing playground structure. Replace the existing swing set structure. A loose rubber mulch surface will be added for safety. The proposal utilizes CT State Contract #17PSX0081

RESOLVED: that the Lyric Park Playground project to replace existing playground structure, replace existing swing set structure and add a loose rubber mulch surface for safety, utilizing CT State Contract #17PSX0081, in the amount of \$123,049.00 of adopted FY24 CIP Bond Funds be and is hereby approved and the Mayor be and is hereby authorized to enter into a contract for such in form acceptable to the Town Attorney.

7.3 Park Projects

7.3.1 George Force Park -- \$452,490.00 – Adopted FY24 CIP – Bond Funds

Handball and basketball court refurbishment using post tension concrete. The proposal utilizes Sourcewell Contract #0605L8 - A5T and AEPA - CREC Contract #020 - A

RESOLVED: that the George Force Park project to refurbish handball and basketball courts using post tension concrete, utilizing Sourcewell Contract #0605L8 - A5T and AEPA - CREC Contract #020 – A, in the amount of \$452,490.00 of adopted FY24 CIP Bond Funds be and is hereby approved and the Mayor be and is hereby authorized to enter into a contract for such in form acceptable to the Town Attorney.

7.4 Stratford High School Additions and Renovations Project - payment of Invoice No. 3750 in the amount of \$1,400.00 to Sustainable Engineering Solutions, Inc.

RESOLVED: that the payment of Sustainable Engineering Solutions, Inc. Invoice No. 3750 in the amount of \$1400 be and is hereby approved.

7.5 APPOINTMENTS

7.5.1 Tax Partnership Screening Committee – appointed by Council Chairman

- Council Members: Mr. O'Connor, Mr. Green, Mr. Glad

7.5.2 Pension Board – 7 Council Members – concurrent with term

RESOLVED: that the appointments of Council Members Green, O’Neal, Gibson, Shake, Glad, Llewelyn, Aurelia to the Pension Board be and are hereby approved.

7.5.3 Parks and Recreation Committee – Council Members – concurrent with term

RESOLVED: that the appointments of Council Members Aurelia and Gibson to the Parks and Recreation Committee be and are hereby approved.

7.5.4 Zoning Board of Appeals

RESOLVED: that ANDREA LYNCH of AGRESTA TERRACE be and is hereby appointed to the Zoning Board of Appeals, commencing immediately, for the unexpired portion of the term of René Gibson, or until the next regular town election, whichever shall be sooner.

7.5.5 Board of Assessment Appeals – 3 year term

RESOLVED: that CARINA KRISCHUNAS-BALL of MCGRATH COURT be and is hereby appointed to the Board of Assessment Appeals to the expired seat of Richard Brown with a term that expires January, 2026.

7.5.6 Stratford Library Association – 3 year term

RESOLVED: that DON PUTRIMUS of TORSEY ST be and is hereby reappointed to the Stratford Library Board with a term that expires December 31, 2026

7.6 CONFIRMATION OF MAYORAL APPOINTMENTS

7.6.1 RESOLVED: that the Mayor’s appointments to the Longbrook Park Commission be and are hereby confirmed.

7.6.2 RESOLVED: that the Mayor’s appointments to the Boothe Park Commission be and are hereby confirmed.

7.6.3 RESOLVED: that the Mayor’s appointments to the Roosevelt Forest Commission be and are hereby confirmed.

7.6.4 RESOLVED: that the Mayor’s appointments to the Short Beach Park Commission be and are hereby confirmed.

7.6.5 RESOLVED: that the Mayor’s appointments to the Redevelopment Agency be and are hereby confirmed.

7.6.6 RESOLVED: that the Mayor’s appointments to the Economic and Community Development Commission be and are hereby confirmed.

7.6.7 RESOLVED: that the Mayor’s appointments to the Community Development Subcommittee be and are hereby confirmed.

7.6.8 RESOLVED: that the Mayor’s appointments to the Conservation Commission be and are hereby confirmed.

7.6.9 RESOLVED: that the Mayor’s appointments to the Fair Rent Commission be and are hereby confirmed.

7.6.10 RESOLVED: that the Mayor's appointments to the Historic District Commission be and are hereby confirmed.

8. ADJOURNMENT

STRATFORD TOWN COUNCIL RULES OF PROCEDURE

(See Charter, Section 2.1.4.)

2023-2025 Term

I DEFINITION

- A. *Presiding Officer* and *Council Chair* shall have the same meaning in these Rules of Procedure and in all Council records, correspondence, ordinances, resolutions, communications, documents and other matters as the term “Council Chairman” which is defined in Section 2.1.5 of the Charter of the Town of Stratford.
- B. *The Public* shall include residents and taxpayers of the Town of Stratford-

II PRESIDING OFFICER AND RECORD

- A. The Council Chair, or in the absence of the Council Chair, a Chair Pro Tempore as appointed by the Council shall preside at all Council meetings, and on the appearance of a quorum shall call the members to order. The Council Chair, or in the absence of the Council Chair, a Chair Pro Tempore, shall cause the records of the previous meeting to be read unless such action is waived by a majority vote of all members of the Council. (See Charter, Section 2.1.5.)
- B. The Council Chair shall not be removed from such appointment except by the affirmative vote of seven (7) members of the Council taken by roll call.
- C. This aforementioned Rule (Numbered II.B.) shall not be changed except by the affirmative vote of eight (8) Council Members taken by roll call.

III ORDER AND APPEAL

The Presiding Officer shall preserve order and decorum and shall decide all questions of order upon which no debate shall be allowed except by request of the Presiding Officer, but any such decision shall be subject to an appeal to the Council made by motion regularly seconded and decided by a majority vote of the council members in attendance at the meeting. Debate shall be allowed on appeal.

IV ORDER OF BUSINESS

The Order of Business shall be as follows:

First: Approval the Minutes of the previous meeting.

Second: Ceremonial presentations and awards as properly noticed in the meeting’s council agenda.

Third: Reading and disposing of communications, bills, petitions, remonstrances and memorial, or other matters, which may be referred to an appropriate Committee, Board, or Town Officer by the Council Chair. Such reference shall be subject to an appeal to the Council, whereby such dispositions shall be determined by a majority of the Council present.

Fourth: Reading and disposing of Mayor’s report, Questions for the Mayor, and Town Attorney’s report.

Fifth: Unfinished and/or Old Business.

Sixth: Ordinances and Resolutions.

Seventh: New Business.

Eighth: Adjournment.

V AGENDA

- A. The Council Clerk shall prepare an agenda relating to the order of business to be considered at the regular Council meetings. All new business to be included in such agenda, including resolutions and action items recommended by

Committees, Boards or Town Officers, shall be presented in its complete form to the Council Clerk not later than four-thirty (4:30) P.M. on the Wednesday preceding the next regular Council meeting at which the matter is to be considered. The Council Chair must approve any matter requested to be placed on the agenda. An item may be added to the Council agenda only with a vote of seven (7) Council Members at the regularly scheduled meeting.

B. The Council Clerk shall distribute copies of the agenda to each Council Member, the Mayor, Chief Administration Officer, the Town Attorney and Assistant Town Attorneys, on or before the Thursday preceding the date of the regular Council meeting.

VI FILLING VACANCIES

Only a properly distributed agenda requesting an appointment to fill a vacancy shall be acted upon at the meeting at which it is presented; other requests to fill a vacancy shall be placed upon the agenda for the next meeting of the Council, regular or special, as the case may be, at which time action in filling the vacancy may be taken.

VII QUORUM

A quorum of the Council shall consist of six (6) Council Members. (*See Charter, Section 2.1.4.*)

VIII ORDER OF MOTIONS AND DETERMINATION OF VOTES

A. During debate, only the following motions shall be received by the Council Chair, and they shall have precedence in the following order:

- (1) To fix the time of adjournment (which may be amended as to time).
- (2) To adjourn.
- (3) To reconsider.
- (4) To lay on the Table.
- (5) To move the previous question.

The preceding motions (1 through 5) shall not be debatable nor subject to amendment, except as stated above.

- (6) To postpone to a time certain.
- (7) To commit or to recommit.
- (8) To amend.
- (9) To postpone indefinitely (which may not be amended).

The preceding motions (6 through 9) shall be debatable and subject to amendment, except as stated above.

B. The Presiding Officer shall declare all votes. If a vote be doubted, the Presiding Officer shall order a roll call vote or any member of the Council may request a roll call vote.

C. Any of the aforesaid motions shall be carried by a majority vote of the Council Members in attendance at the meeting of the Council.

IX WITHDRAWAL AND RECONSIDERATION OF MOTIONS

A. A motion may be withdrawn by the mover at any time before a decision or amendment.

B. In the event a motion has been carried, whether in the affirmative or negative, it shall be in order for any member who voted with the prevailing side to move a reconsideration thereof at the same, or at the regular meeting next succeeding the meeting at which the vote was taken, and such motion shall take precedence over all other questions except a motion to fix the time to which to adjourn and to adjourn.

C. However, no question shall be twice reconsidered, nor shall any vote which has caused action that cannot be reversed be reconsidered.

X MOTION IN WRITING

The Presiding Officer shall state any motion which is made and seconded. A motion which is in writing shall be read

aloud to debate unless copies of same have been distributed to all Council Members. Any motion shall be reduced to writing at the request of the Presiding Officer or of any Council Member.

XI ROLL CALL VOTE ON FINAL PASSAGE OF ORDINANCE

A roll call vote shall be taken upon the final passage of any ordinance.

XII AMENDMENTS AND DIVISIONS

No motion or proposition on a subject different from that under consideration shall be recognized by way of an amendment. Any Council Member may move for a division of the question when each of the divided questions may be acted upon properly. An affirmative vote of the majority of the Council Members in attendance at the meeting of the Council shall be necessary to divide a question,

XIII COUNCIL COMMITTEES AND OTHER APPOINTMENTS

A. A majority of the Council shall appoint, except as otherwise provided by Charter or State Law, such Committees and their members, as it deems necessary for the proper conduct of Town affairs.

B. Except as otherwise provided by Charter or State Law, a majority of the Council Shall also have the power to appoint Council representation to any Board, Commission, Conference, Committee or other body which may request the same.

C. Once duly appointed and ratified by a majority vote of six (6) Council Members, the appointment of the Committee Members and the Council Clerk shall not be changed except by the affirmative vote of seven (7) Council Members taken by roll call.

D. Subject to these Rules of Procedure, all Council Members shall have the right to address any Committee of the Town Council at a meeting of such Committee.

E. On all Council Committees and other appointments except as otherwise provided by law, a Council Member may appoint an alternate to represent him/her at a meeting of said committee of which they are a member. That appointee can only be another Council Member appointed by the Council Member who is not going to be present at said meeting. The alternate Council Member will be allowed to make any appropriate motions and vote on any and all issues that come before that committee on that date. The Council Member who will be absent must notify the Chair of said committee, either verbally or electronically stating whom the alternate Council Member will be.

F. This Rule shall not be changed except by the affirmative vote of seven (7) Council Members taken by roll call.

XIV DUTIES OF COMMITTEES

A. The Chair of each Committee shall appoint the Committee Secretary.

B. Each Committee shall keep written minutes, copies of which shall be filed with the Town Clerk and uploaded to the Town website.

C. Each Committee, Board, or Town Officer to which may be referred any petition, matter or thing, shall present their report at the next regular meeting of the Council after such reference, unless otherwise specifically directed. Extensions of time for the filing of such report may be granted at the discretion of the Council Chair.

XV REFERENCES TO COMMITTEES

Any new business relating to an ordinance, order, resolution, or other matter appropriately requiring Committee action may be referred by the Council Chair to any Committee, unless determined to the contrary by a majority vote of the Council Members present. Resolutions or petitions relating to the adoption or amending of any ordinance may be referred to the Ordinance Committee by a majority vote of the Council Members present.

XVI ENDORSEMENTS AND PRESENTATIONS

All written resolutions and ordinances shall be endorsed with the name of a Sponsor who shall be a Council Member. If no Sponsor is named, the entire Council can sponsor the ordinance or resolution. A resolution or ordinance shall be considered in the order of its presentation unless a subsequent matter is prior in its nature.

XVII RESTRICTIONS ON SPEAKING

Only Council Members and the Mayor shall be recognized to speak at meetings of the Town Council except for those persons a Council Member wishes to question. No member or the Mayor shall speak more than once on a question until each member and the Mayor choosing to speak has done so. In no event shall a member speak more than twice on any question. In the event two or more members and or the Mayor desire recognition at the same time, the Presiding Officer shall designate the member or the Mayor to speak first. All remarks shall be directed to the Council Chair and be confined to and be germane to the question in debate. A speaker permitted to speak pursuant to these rules shall not be interrupted by another except by a call to order or to correct a mistake.

XVIII VOTE ON ORDINANCES AND RESOLUTIONS

A. Every ordinance or resolution shall require, for final passage, the affirmative vote of six (6) Council Members or, in the event of a tie vote of 5-5, the affirmative vote of five (5) Council Members and the Mayor. *See Charter, Section 2.2.8.*

B. Further, any ordinance providing for the issue of bonds shall require the affirmative vote of seven (7) Council Members. *See Charter, Section 2.2.4.*

C. Further, any ordinance or resolution, which, pursuant to the charter, Town Code or other law, requires the affirmative vote of a greater number of Council Members, shall require the affirmative vote of that number.

XIX VOTE ON TRANSFER OF FUNDS

Authorization of the transfer of funds shall require the affirmative vote of seven (7) Council Members. *See Charter, Section 6.2.5.*

XX ADOPTION OF ORDINANCES

No ordinance shall be passed until it has been read at two (2) separate meetings or unless such readings are dispensed with by vote of seven (7) Council Members. The final reading shall be in full, unless the measure shall have been printed or typewritten and a copy thereof furnished to each member prior to such readings. *See Charter, Section 2.2.8.* A full reading shall not be necessary if the measure has been printed and provided to each Council member.

XXI SPECIAL APPROPRIATIONS

A special appropriation of money shall be approved by the affirmative vote of six (6) Council Members taken by roll call; but the Council shall have no power to make any special appropriation out of unappropriated revenues unless the revenues of the Town are sufficient for the purpose.

XXII VOTE REQUIRED OF MEMBERS

No Council Member shall be excused from voting, except on matters involving a conflict of interest. *See Charter, Section 2.2.8.* Further, no Council Member shall be permitted under any circumstances whatever to vote after the decision is announced from the Council Chair.

XXIII PARLIAMENTARY LAW

All differences of opinion in regard to points of order or modes of proceeding not herein otherwise provided for shall be governed by Parliamentary practice as set forth in "*Robert's Rules of Order.*"

The Council Chair may refer all unresolved questions of Parliamentary procedure to the Town Attorney or Assistant Town Attorney present at the current meeting for his or her interpretative ruling.

In the absence of the Town Attorney or Assistant Town Attorney present at the current meeting, the Council Chair may appoint a substitute person designated as Council Parliamentarian to refer questions of Parliamentary procedure for his or her substitute interpretative ruling.

XXIV SUSPENSION OF RULES

These Rules may be suspended at any meeting of the Council by the affirmative vote of six (6) Council Members. A motion made hereunder shall designate the particular rule proposed to be suspended and the purpose of the proponent.

XXV CHANGE OF RULES

The foregoing Rules, except such as are Charter provisions and except as otherwise provided, may be repealed, amended, or new ones added by resolution approved by the affirmative vote of seven (7) Council Members.

XXVI PUBLIC FORUM

A public forum of not more than sixty (60) minutes in length shall be held immediately prior to all regular Council meetings, during which time members of the public may address the Council on any appropriate matter.

A registration form will be made available prior to the public forum and members of the public wishing to address the Council shall enter their names upon said form. Only those persons so registered shall be entitled to address the Council at the public forum. The Council Chair at the commencement of each public forum shall impose a time limit, which is appropriate to the circumstances but not to exceed three (3) minutes, on each speaker. Should any member of the public wish to address the Council for a period in excess of three (3) minutes, that member should prepare a written communication and forward the same to the Council Chair. The Council Chair shall cause copies of the same to be distributed to each Council member in an expeditious manner. The public shall include residents of the Town of Stratford and Town of Stratford tax payers.

Notwithstanding any rule regarding the suspension of these Rules of Procedure, the limitations imposed by this section XXVI may be waived by an affirmative vote of six (6) Council Members.