

Municipal Officers, Boards, Commissions, Departments, and Agencies

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Issue

Provide a list of municipal officers, boards, commissions, departments, and agencies required or allowed by state law. This report updates OLR Report [2012-R-0301](#).

Summary

A search of the statutes shows at least 138 required and optional municipal officers and entities, which are grouped into three tables below: (1) officers; (2) boards and commissions; and (3) departments, agencies, and authorities.

This is not an exhaustive list of all possible municipal officials and entities. Municipalities operating under a home rule charter may also have any officers, boards, commissions, departments, and agencies “which are necessary to carry out any municipal powers, duties or responsibilities under the general statutes” (CGS § [7-193\(b\)](#)).

Table 1: Municipal Officers

<i>Officer</i>	<i>CGS §</i>	<i>Comment</i>
Required		
Registrar of vital statistics	7-37	Town clerk is the ex officio registrar of vital statistics
Municipal agent for elderly persons	7-127b	
Chief executive officer	7-193	In towns with a home rule charter
Police matron	7-286	Required in towns with 20,000 or more residents
Independent auditor	7-392	
Justices of the peace	9-183a	
Library directors	9-185	Required in towns after establishing a library

Selectmen	9-185, 188	
Town clerk	9-185, 189	
Treasurer	9-185, 189	
Tax collector	9-185, 189	
Registrar of voters	9-185, 190	
Constables	9-185, 200	
First selectman	9-188	
Deputy registrar of voters	9-192	
Election moderators	9-229	
Superintendent of schools	10-157	Required in towns with 10,000 or more residents, three or more public schools, and 2,000 or more resident students
School medical advisor	10-205	Required in towns with 10,000 or more residents
School nurse or nurse practitioner	10-212	
Safe school climate coordinator	10-222k(a)	Required in each school district
Safe school climate specialist	10-222k(b)	Required in each school
Health director	19a-200(a)	
Sanitarian	19a-200(b)	Health director may be sanitarian
Animal control officer	22-331	Required in municipalities with 25,000 or more residents
Tree warden	23-58	
Emergency management director	28-7(b)	May be a regional director
Building official	29-260	
Local fire marshal	29-297	
Sealer of weights and measures	43-6	Required in towns with 75,000 or more residents
Optional		
Assistant town clerk	7-19	
Acting town clerk	7-20	
Town clerk pro tempore	7-21	
Assistant registrars of vital statistics	7-38	
Special constables	7-92	
Town manager	7-98	
Deputy city or town manager	7-99a	
Assistants to deputy city or town manager	7-99a	
Assessors	7-100k	
Municipal agent for children	7-127c	
Assistant municipal agents for children	7-127c	
Municipal historian	7-148	
Lake patrolmen	7-151b	Appointed by the energy and environmental protection commissioner
Parking violation hearing officers	7-152b	
Citation hearing officers	7-152c	

Police officers	7-276	
Firefighters	7-301	
Fire police officers	7-313a	
Zoning enforcement officer	8-1	
Assistant registrar of voters	9-192	
School attendance officer	10-199	
Harbor master	15-1	
Deputy tree warden	23-58	
Constables for fish and game protection	26-6a	
Deputy fire marshal	29-297	
Fence viewer	47-45	
Borough bailiff	52-50	

Table 2: Municipal Boards and Commissions

Board or Commission	CGS §	Comment
Required		
Zoning board of appeals	8-5	Required in towns with a zoning commission
Board for admission of electors	9-15a	
Board of assessment appeals	9-185, 199	
Board of education	9-185, 203	
School readiness council	10-16r	Required for state school readiness grant
Teacher professional development and evaluation committee	10-220a	
Safe school climate committee	10-222k(c)(1)	
School turnaround committee	10-223h	Required for commissioner's network school
School governance council	10-223j	Required for each low-achieving school
Library board of trustees	11-21	Required in towns that have established a library
Board of appeals for building official decisions	26-266	
Optional		
Board of assessors	7-100k	
Commission on aging	7-127b	
Public recreational facilities commission	7-130c	May be a regional entity
Forest commission	7-131	In towns with a municipal forest
Shade tree commission	7-131	
Conservation commission	7-131a	
Conservation and recreational commission	7-131m	
Economic development commission	7-136, 137	May be a regional entity
Foreign trade zone agency or board	7-136d	
Municipal development and industrial	7-137a	May be a regional entity

commission		
Historic district commission	7-147a, 147c	
Historic properties commission	7-147p, 147r	
Fair rent commission	7-148b	May be a regional entity
Fair housing commission	7-148g	
Ethics commission	7-148h	
Discriminatory practices board or commission	7-148i	
Charter commission	7-187, 190	
Charter revision commission	7-187, 190	In towns with a home rule charter
Home rule ordinance revision commission	7-187, 190	In towns with a home rule ordinance
Consolidation commission	7-197	
Board of gas, electrical, or gas and electrical commissioners	7-216	In towns that have established a gas or electric plant
Cooperative utility board	7-233c	May be a regional entity
Transit district board of directors	7-273b, 273c	May be a regional entity
Board of police commissioners	7-274; 9-201	
Board of fire commissioners	7-301	
Metropolitan district charter commission	7-337	
Board of commissioners of special services district	7-339g	
Board of finance	7-340, 9-202	
Civil service board	7-408	
Personnel appeals board	7-422	
Neighborhood revitalization planning committee	7-601	
Zoning commission	8-1	
Combined planning and zoning commission	8-4a	
Planning commission	8-19	
School safety committee	10-220f	
Indoor air quality committee	10-231f	
Aviation commission	15-80	
Board of appeals for airport zoning regulations	15-94	
Harbor management commission	22a-113k	May be a regional entity
Flood and erosion control board	25-84	
Shellfish commission	26-257a	May be a regional entity
Veterans' advisory committee	27-135	May be a regional entity
Energy improvement district board	32-80a	

Table 3: Municipal Departments, Agencies and Authorities

<i>Department, Agency, or Authority</i>	<i>CGS §</i>	<i>Comment</i>
Required		
Traffic authority	14-297, 298	
Health department	19a-200, 241	May be a regional entity
Inland wetlands agency	22a-42	
Aquifer protection agency	22a-354o	Required in towns in which an aquifer protection area is located
Civil preparedness organization	28-7	May be a regional entity
Optional		
Public recreational facilities authority	7-130b	
Land acquisition and development authority	7-131p	
Local agricultural council	7-131v	May be a regional entity
Lake authority	7-151a	Formed by two or more towns
Municipal authority to develop or redevelop a single parcel	7-163d	Allowed only in select towns
Parking authority or division	7-203	
Water pollution control authority	7-246; 22a-458	May be required in certain towns
Municipal resource recovery authority	7-273aa	May be a regional entity
Police department	7-274	
Fire department	7-301	
Volunteer fire department	7-314	
Port authority	7-329a	
Housing authority	8-40	May be a regional entity
Redevelopment agency	8-126	
Community development planning agency	8-169d	
Urban homesteading agency	8-169g	
Development agency	8-188	In towns with a planning commission
Housing site development agency	8-216b	
Urban rehabilitation agency	8-292	
Harbor improvement agency	13b-56	
Human resource development agency	17b-852, 8-210	
Stormwater authority	22a-498	Allowed only in select towns

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