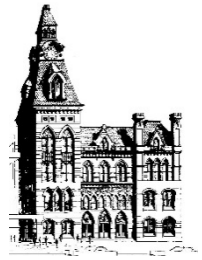




JUSTIN ELICKER
MAYOR

DEPARTMENT OF HUMAN RESOURCES
CHIEF ADMINISTRATIVE OFFICE
CITY OF NEW HAVEN

200 Orange Street, New Haven, CT 06510
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REGINA RUSH-KITTLE
CHIEF ADMINISTRATIVE OFFICER

March 27, 2024

Mayor Justin Elicker
165 Church St
New Haven CT 06510

Dear Mayor Elicker:

I hope this letter finds you well. As the Personnel Director, I am writing to acknowledge and approve waiving the elector status requirement of Ms. Regina Rush-Kittle, the Chief Administrative Officer (CAO) of our city. This approval is based on her recent request and the supporting information provided, along with the relevant provisions outlined in our City Charter and Code of General Ordinances regarding residency requirements for City department heads.

Under the revised City Charter, passed on November 7, 2023, Article II, Sec.12 of the Charter specifies the Elector Requirement for Appointed Public Officials, Department Heads, and Deputies, unless otherwise provided for by Law or waived in accordance with the provisions of § 12.D of the Charter. Additionally, on March 4, 2024, the New Haven Board of Alders, via Chapter 2, Art. IV, Division 1, Sec. 2-221 of the New Haven Code of Ordinances, established an exception to the Charter's electors and city residency requirements for incumbent Coordinators.

Ms. Rush-Kittle was appointed and confirmed by the Board of Alders to the position of Chief Administrative Officer on December 6, 2021. It has been more than twelve months since the effective date of her confirmation, thereby qualifying her for consideration of said waiver. I have reviewed the relevant land records and have confirmed prior to her appointment Ms. Rush-Kittle had a long-established family home in Rocky Hill. I have also reviewed the voter registration records and have confirmed that Ms. Rush-Kittle is an elector in the City of New Haven with an established residence at 2 Front Street. As you have indicated, due to these facts, having established residency in New Haven has created both a financial and emotional hardship due to the dual residence structure and time apart from her family. Ms. Rush-Kittle's established Rocky Hill address is approximately 30 miles from New Haven, which is within the 50-mile requirement as established by Ordinance.

As you have noted, Ms. Rush-Kittle has demonstrated exemplary dedication in serving the City of New Haven and will be within a 25-minute commute to the City, and as such, a waiver of residency will not be of detriment to our municipality. Moreover, the difficulties in recruiting for this and other vacancies make such a waiver in the best interest of the City to ensure continuation of incumbency.

Given Ms. Rush-Kittle's outstanding dedication and commitment to serving the City of New Haven, including her consummate performance as CAO and her ability to promptly respond to city-related matters despite residing outside the city limits, I recommend granting the requested exception of elector status as allowed under § 12.D of the Charter. Beyond her duties as CAO, during times of transitions for key positions, she has undertaken additional responsibilities such as serving as the Acting Police Chief, leading Human Resources, and overseeing Emergency Management, fulfilling each task with diligence and expertise. Her proactive approach to effecting positive change across various departments speaks volumes about her commitment to enhancing City governance.

It is important to note that Ms. Rush-Kittle's non-residency status does not diminish her effectiveness or dedication to her role. Granting this exception is in the best interest of maintaining the continuity and effective functioning of our municipal administration.

I respectfully urge your favorable consideration of this request and assure you of Ms. Rush-Kittle's continued commitment to her role and responsibilities. If you require any further information, please do not hesitate to reach out to me.

Thank you for your attention to this matter.

Very truly yours,

A handwritten signature in black ink that reads "Susan Baldwin". The script is cursive and fluid, with the first name "Susan" and last name "Baldwin" clearly legible.

Susan Baldwin
Personnel Director

Cc: Sean Matteson, Chief of Staff
Patricia King, Corporation Counsel
Marcela Garcia, Manager of Human Resources