

**REGULAR MEETING – AD HOC ADVISORY CHARTER REVISION COMMISSION – COUNCIL CHAMBERS
TUESDAY – FEBRUARY 23, 2016 – 5:30 P.M.**

1. CALL TO ORDER (5:35 P.M.)

Present:

James Angelo, Lawrence Cioppa, Richard Dudley, Christopher Lawlor,
Christian Lund, Nina Rossomando, Paula Ruisi, Stephen Turano
Also Present: James Silvestri, Council President
Donna Giordano, Town Clerk

Absent:

John Formica (arrived 6:25 p.m.)
Benjamin Delaney, Commission Secretary

2. INTRODUCTIONS (5:36 P.M.)

Council President Silvestri stated the Commission last revised the Town Charter in 2007 and welcomed members to introduce themselves.

Members of the Commission introduced themselves.

Council President Silvestri introduced himself and summarized the purpose of the Charter as the guiding document for the Town. He provided some guidance to the commission as to their review of the Charter.

3. ELECTION OF OFFICERS (5:45 P.M.)

Mr. Angelo stated the he would like to delay the appointment of a Chairperson for at least two meetings.

Motion made and duly Seconded that Lawrence Cioppa be appointed temporary Chair. (Voted unanimously)

Motion made and duly Seconded that Christopher Lawlor be appointed Filer. (Voted unanimously)

The Commission agreed to leave the position of Vice Chair vacant.

Discussion was held regarding the appointment of a recording secretary. Ms. Giordano submitted the name of Benjamin Delaney as the person qualified to record the minutes of the meetings.

4. DISCUSSION (5:58 P.M.)

Council President Silvestri noted a list of points of discussion from Councilor Sposato and stated that the Commission should review the Charter and bring suggestions for discussion at the next meeting.

Discussion was held regarding the receipt of input from the community and the creation of an email account to receive suggestions. It was recommended that Ms. Giordano receive suggestions

through her work email and distribute those suggestions to the committee. It was noted that commission members not respond to or discuss charter issues through emails as this would be a violation of the "Open Meetings Act".

Motion made and duly Seconded that meetings be conducted no longer than two hours. (Voted unanimously).

The Commission agreed to hold its next meeting on Wednesday, March 2, 2016 at 5:30 p.m. in the Town Clerk's Library.

Discussion was held regarding a public comment period during meetings. The Commission agreed to schedule tentative meeting for Saturday, April 9, 2016, to accept public comments.

Council President Silvestri recommended the Commission begin reviewing the Charter to identify specific areas for future discussion. Discussion was held regarding how the Commission would approach its review of the Charter

Mr. Angelo suggested that, because the Commission has a short span of time in which to review the Charter, discussion regarding a change in the form of government should not be entertained by this Commission.

The Commission proceeded to review sections of the Charter. The Commission briefly discussed term limits for Councilors, meetings of the Council, independent audit, structure of Finance Department, educational qualifications of finance director, transfer station as an enterprise fund, adding qualifications key staff positions, a staff solicitor, non- interference by councilors with the day-to-day operations of town government, the board, committee and commission chairs, removal of "Procedures" under "Elections", adding "municipal" to "accounting system", contracts with appraisal management companies, revision of the composition of the Board of Assessment review, review of the appeal process on assessments, the Department of Public Safety, fire departments, Department of Public Works, inter-departmental activities, removal of "Building Official" to addition of "Development Services Department" .

5. ADJOURNMENT (7:24 P.M.)

Motion made and duly Seconded to adjourn. (Voted unanimously)

Respectfully submitted,

Donna L. Giordano, MMC
Town Clerk