

Charter Review Commission:

Present: Patricia Adams, Anthony Arico, Jeffrey Brenner, John Cregan, Paul Dulchinos, Joel Hellmann, Mary Alyce Gasbarro, James Jackson, Timothy Sweetser, and Town Clerk Meredith DeSisto

Absent: Alan Klepper and Joan Warren

School Committee:

Present: Kate Brody, Paula Dominguez, Scott Fuller, Patrick Guida, Robert Shea and Katie Miller

Also Present: Town Council Member William DeWitt

Chair Brenner called the Charter Review Commission meeting to order at 7:00 P.M.

School Committee Chair Robert Shea called the School Committee meeting to order at 7:00 P.M.

**APPROVAL OF MINUTES OF OCTOBER 21, 2013**

Motion by Mr. Cregan and seconded by Mr. Hellmann to accept the minutes of the meeting on October 21, 2013. The motion passed unanimously.

**DISCUSSION WITH THE SCHOOL COMMITTEE, SCHOOL SUPERINTENDENT, SCHOOL FINANCE DIRECTOR AND SCHOOL TECHNOLOGY DIRECTOR REGARDING THE EXISTING TOWN CHARTER AND PROPOSED CHANGES TO THE TOWN CHARTER**

Discussion ensued with School Finance Director Ron Tarro regarding

Title 6 – Finance Department

Chapter 1: FINANCE DIRECTOR: 6-1-4 DUTIES AND POWERS (c) and Chapter 2: ACCOUNTING CONTROLS 6-2-1 ACCOUNTING SUPERVISION AND CONTROL (c).

Mr. Tarro commented that the duties of the school finance director are very different than the municipal finance director.

Director of Technology Katie Miller discussed the consolidation of the informational technology network system and how it pertains to the Town Charter if a full time employee were to be hired. Mr. Brenner stated an umbrella position could oversee the coordination of IT throughout the Town.

It was recommended the following sections of the Town Charter be reviewed by the Charter Review Commission:

Title 9 – Schools

Chapter 1: SCHOOL COMMITTEE: 9-1-4 COMPENSATION:

Mr. Shea suggested a professional resource fund.

Chapter 2: POWERS AND DUTIES:

Amended on January 6, 2014 to include:

9-2-2 ORGANIZATION AND RULES: Mr. Shea recommended that the word Clerk change to Vice Chair.

9-2-4 APPOINTMENT OF SUPERINTENDENT: Mr. Shea recommended ~~that the word Clerk change to Vice Chair~~ and the date change from March 1 to July 1.

9-2-5 REMOVAL OF SUPERINTENDENT, 9-2-8 SCHOOL BUDGET and compare to 6-4-4 SCHOOL COMMITTEE BUDGET: Mr. Tarro recommended that the language change to... school budget due one week before town budget.

9-2-9 COOPERATIVE MAINTENANCE OF SCHOOL GROUNDS: Mr. Tarro recommended that language change to: based on the prior year expenses.

9-2-10 SCHOOL PURCHASING, FINANCIAL RECORDS AND VOUCHERS: Mrs. Brody recommended that the word vouchers change to purchase orders.

**DISCUSS AND ACT ON AGENDA TOPICS FOR FUTURE MEETINGS**

Discussion ensued concerning the Financial Town Meeting. The Charter Review Commission will schedule a separate meeting to discuss the sections regarding the Financial Town Meeting.

**PUBLIC COMMENT:**

There was no public comment.

**ADJOURN**

Motion by Mrs. Brody and seconded by Mrs. Dominguez to adjourn the School Committee meeting at 9:00 P.M. The motion passed unanimously.

Motion by Mr. Cregan and seconded by Mr. Sweetser to adjourn the Charter Review Commission meeting at 9:00 P.M. The motion passed unanimously.

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Meredith J. DeSisto, Town Clerk