

North Smithfield Charter Review Commission

Meeting Minutes

September 8, 2016

I. Call to Order

Paul Vadenais called to order the regular meeting of the North Smithfield Charter Review Commission at 7:03 on September 8, 2016 at North Smithfield Elementary School.

II. Roll Call

Tracey Nangle conducted a roll call. The following persons were present: Paul Vadenais, Tony Guertin, Terri Bartomioli, Carol Drainville, Christine Charest, Larry Forti, Peg Votta – all present

III. Approval of Minutes from Last Meeting

Approved as read. Motion made by Tony Guertin, seconded by Christine Charest. Unanimous approval

IV. Old Business

a) Charge to the Committee

b) Paul attended TC meeting and asked for clarification on when our report is due. TC asked us to shoot for May 1, 2017 (original date on Charge to the Committee) and then we can ask for more time if needed. Resolution was not changed/reworded.

c) Paul also asked about the membership of the committee as the charge specifies 9 appointees and the Town Council has appointed 8 members. The Town Council verified that they want the committee to move forward

d) Paul informed Town Council we plan to meet on a regular basis and invite all department heads/officers of the town to meet with us

and give us their input on the parts of the Charter that refer to them. The committee also plans to have two public meetings to obtain public input. These meetings and gathering of input will be prioritized to happen in the beginning of the committee's process so the collected input can be considered as the committee moves forward to make recommendations on changes to the Charter.

e) In the Charge to the Committee the Town Council requested this committee to review reports by previous commissions appointed by the town. Paul asked for further information on these reports and how we can obtain them.

f) Paul informed the Town Council that we had chosen him as Chairperson and have set a preliminary meeting calendar.

g) Paul inquired about legal counsel for this committee. The Town Council instructed this committee that the present Town Solicitor, Mr. Igliazzi, will be available to the committee as needed.

V. New Business

a) Meeting Times and Place

b) North Smithfield Elementary School has been chosen and set as the regular meeting location for the Charter Review Committee as follows:

September 15, 22, 29

October 6, 13, 20, 27

November 3, 10, 17

December 1, 8, 15

All are scheduled at NSES at 7pm except Dec. 1 and Paul will update group on that location when he has it.

c) All meetings will be at 7PM

d) Department Scheduling

e) Paul Vadenais will email key individuals on the various departments and boards mentioned in the Charter for input relative to their roles and responsibilities and how those are impacted by the current Charter. The committee will add them to meeting agendas as they respond.

f) Review of Town Charter

VI. Next Meeting Date: 9/15/16 at 7PM North Smithfield Elementary School Cafeteria

VII. Adjournment

Paul Vadenais adjourned the meeting at 8:04PM.

Minutes submitted by: Tracey Nangle

Minutes approved by: [Name]