

Warren Charter Review Commission

Meeting Minutes: Monday, March 16, 2015

The meeting was called to order at 7:00 PM.

Commissioners in attendance: Julie Blount, Tara Thibaudeau, Andre Asselin, Ely Barkett, Jane MacDougall, Erin Kopecky, Darcy DaCosta.

Commissioners Absent: Judy Fardig and Bill Estrella were absent.

A motion was made by Tara Thibaudeau, with a second by Ely Barkett, to accept the minutes of the previous meeting (3/9). The vote was unanimous.

The entire meeting was spent interviewing Michael Abbruzzi, the Director of Finance, whose position includes the role of Treasurer and Tax Collector. The meeting focused on the duties and responsibilities for his department. The major discussion topics were the accounting system, purchasing policies, budget process and calendar for the town, and funding for capital expenditures.

Recommendations for the charter include:

- Purchasing authority for Town Manager should be raised to free up restrictions on department heads. Recommend that the Town Code be brought in line with the charter revision.

- **Make the budget more streamlined, informative and user friendly to the taxpayer.**
- **Budget process should mirror Bristol's budget schedule, which starts in March when they get the final number from schools.**
- **Need 5-year plan developed in conjunction with budget for capital funding.**

A motion to adjourn was made by Tara Thibaudeau, with a second by Ely Barkett. The motion passed with all in favor.

The meeting was adjourned at 9:07 PM.

**Respectfully submitted,
Julie Blount, Commission Chair**