

Middletown Charter Review Committee
Minutes of 3 January 2018, Middletown Library Conference Room

Attendees (Underline & **Bold indicates present)**

Chris Semonelli, Chair
Barbara Barrow
 Michael Flynn, Sr.
Paul Mankofsky

Art Weber, Vice Chair
Roby Faria
Wendy Heaney
Kevin O'Halloran

Richard Adams, Sec.
 Linda Finn
Marilyn Hennessey
Tom Silveira

Ex Officio/Liaisons (Underline & **Bold indicates present)**

Councillor Barbara Vonvillas

Councillor Dennis Turano

Town Administrator Shawn Brown

Town Solicitor, Peter Regan

Administrative

A quorum being present, the meeting was called to order by Chris Semonelli at 6:05 PM.

The minutes of December 14, 2017, as amended, were unanimously approved.

Schedule

The Committee noted that this meeting would complete the Charter review if all questions listed on the Voting Record sheets were considered and approve/disapproved.

Questions approved by the Committee will be referred to the Town Solicitor for drafting of appropriate implementing language for consideration by the Committee. Each approved question must have a rationale description attached when forwarded to the Town Council for consideration. The schedule is below.

Date	Event
January 2018	Charter Review Committee (CRC) work complete.
March/April 2018	CRC Change Recommendations submitted to Town Council. Change format to include red-lined changes to the Charter with explanations and reasons for the changes.
May 2018	First Hearing on proposed Charter amendments.
June 2018	Final Hearings on proposed Charter amendments. Council votes on which Charter amendments to be included in November 2018 ballot referenda.
July 2018	Town Council consideration of recommended changes. Council approval of Charter Change Resolution. Canvassing Board approval of ballot referenda.
August 2018	Charter changes submitted to RI Secretary of State for inclusion on 2018 ballot.
Tuesday, November 6, 2018	Referendum on proposed Charter Changes

The remaining Committee meeting dates are:

Date	Time	Location
Wednesday, January 31, 2018	6:00-7:30 PM	Middletown Library Conf. Room
Wednesday, February 28, 2018	6:00-7:30	TBD
Wednesday, March 28, 2018	6:00-7:30	Middletown Fire Dept. Conference Room
Wednesday, April 25, 2018	6:00-7:30 PM	Middletown Library Conf. Room (If required)
Wednesday, May 30, 2018	6:00-7:30 PM	Middletown Library Conf. Room (If required)

Charter Review and Discussion

The Committee discussed and voted on remaining questions listed in approved Committee minutes beginning with Section 304.f.

Questions approved at the December 14, 2017 meeting for referral to the Town Council are included in the list below.

Middletown Charter Review Committee
Minutes of 3 January 2018, Middletown Library Conference Room

Article/ Section	Discussion	Recommended Changes	Voting Record (<u>Underline & Bold Color</u> Indicates Disapprove)	Yes? No?
	Questions Approved (or Deferred) at the December 14, 2017 Meeting			
II/202	<p>Previous Discussion: The Committee discussed the definition of “elector” and who may be considered a Middletown citizen, the size of the Council, and noted the recent difficulties in finding citizens willing to devote the time required to stand for office.</p> <p>The Committee discussed the advantages and disadvantages of term limits, whether such limits would increase community involvement in the election process, how term limits could be implemented, and the effects on Council effectiveness.</p> <p>The Committee requested additional data on other councils with term limits. Further discussion of council term limits was deferred pending availability of data on other councils.</p> <p>The Committee also discussed staggered terms such as the School Committee and asked for data from other municipalities.</p> <p>The Committee discussed Councillor compensation and generally agreed that compensation was not an issue.</p> <p>Motions Discussion: The Committee essentially repeated the previous discussion considering the pro’s and con’s of term limits and the effect it would have on Council corporate memory and experience. The Committee also discussed the potential advantages of limiting terms as is now done with the Planning and Zoning Boards.</p> <p>Motions by: Weber Seconds: Adams, Barrow</p>	<p>Should the Council have term limits?</p> <p>Should the Council have three terms followed by one off?</p>	<p>Adams Barrow <u>Faria</u> Flynn Heaney Hennessey Mankofsky O’Halloran <u>Semonelli Silveira</u> Weber</p> <p>Adams Barrow <u>Faria</u> Flynn Heaney Hennessey Mankofsky O’Halloran <u>Semonelli Silveira</u> Weber</p>	<p>YES Yea: 8 Nay: 3</p> <p>YES Yea: 8 Nay: 3</p>
III/304.a	<p>Previous Discussion: Shawn provided a general description of the budgetary process as described in this section. In reply to a question from the Committee he noted that any fund balance or surplus generated by the Town may be used to meet Town financial needs while fund balances generated by the School Department may be used only within that department.</p> <p>Current Meeting Discussion: The Committee agreed that this question should be deferred until Mr. Brown could be present.</p>	Should the Charter require School System fund balances to be reported to the Town Administration?	Adams Barrow Faria Flynn Heaney Hennessey Mankofsky O’Halloran Semonelli Silveira Weber	Deferred

Middletown Charter Review Committee
Minutes of 3 January 2018, Middletown Library Conference Room

Questions Considered and Voted at January 3 2018 Meeting				
III/304.f	<p>Previous Discussion: Mr. Regan explained that this section directs the Administrator to provide annual reports to the Council and provides the Administrator with the authority to require reports and analyses from Town staff. Mr. Brown noted that the requirement for a Town Annual Report is currently being fulfilled by the Town website.</p> <p>Current Meeting Discussion: The Committee discussed the definition of “Annual Report” and how such a report differs from the documents provided to the Town Council during the budgetary process. The Committee agreed that the current language is sufficient to allow the Town Administrator to provide adequate information to the public and the Council.</p> <p>Motion by: Adams Second: Weber</p>	Should the Charter require the Annual Report to include the School Department?	<p><u>Adams Barrow Faria Heaney</u> <u>Hennessey Mankofsky O’Halloran</u> <u>Semonelli Silveira Weber</u></p>	<p>No Yea: 0 Nay: 10</p>
III/307	<p>Previous Discussion: In response to a Committee question, Mr. Brown indicated that there is no set policy or protocol for appointment of an Acting Administrator in his absence. The Administrator may select an Acting Administrator depending on departmental workloads and Department Head availability.</p> <p>Current Meeting Discussion: After a brief discussion on the advisability of including additional language in the Charter specifying an appointment protocol the Committee decided that such language would unnecessarily restrict the Town Administrator.</p> <p>Motion by: Adams Second: Weber</p>	Should the Charter specify a set hierarchy for Acting Town Administrator?	<p><u>Adams Barrow Faria Heaney</u> <u>Hennessey Mankofsky O’Halloran</u> <u>Semonelli Silveira Weber</u></p>	<p>No Yea: 0 Nay: 10</p>
Article IV	Initiative and Referendum	None		
Article V	Elections	None		
Article VI	Town Officials; Municipal Court; Probate			

Middletown Charter Review Committee
Minutes of 3 January 2018, Middletown Library Conference Room

<p>VI/601</p>	<p>Previous Discussion: Mr. Regan began the discussion by noting that although some City or Town Clerks are directly elected, most are now appointed by Administrators to ensure accountability to City/Town Councils and to avoid unnecessary conflicts with the elected Council.</p> <p>He also explained that the duties of the Clerk are generally enumerated in Town Ordinances and Rhode Island law. The Committee asked why there are numerous RIGL references cited for the Canvassing Authority but none for the Town Clerk.</p> <p>In response to a Committee question, Mr. Brown noted that Middletown’s Town Clerk is certified by The Rhode Island Town and City Clerks Association.</p> <p>Current Meeting Discussion: The Committee discussed the utility of adding this requirement and concluded that such a requirement would provide little if any benefit to Town administration and management.</p> <p>Motion by: Adams Second: Weber</p>	<p>Should the Charter specify references for Town Clerk?</p>	<p><u>Adams Barrow Faria Heaney Hennessey Mankofsky O’Halloran Semonelli Silveira Weber</u></p>	<p>No Yea: 0 Nay: 10</p>
<p>VI/607</p>	<p>Previous Discussion: Mr. Regan, Middleton Town Solicitor, provided an explanation of the duties and responsibilities of the Town Solicitor. He noted that in general it was the responsibility of the Solicitor to represent the Town and all Town officials, elected and appointed to Town Committees.</p> <p>The Committee held a general discussion of the Town Council’s Solicitor appointment process. Peter emphasized that legal opinions of the Solicitor were advisory only, were non-binding and that the Solicitor did not have the authority to direct Town employees.</p> <p>Paul Mankofsky asked if the Town Solicitor is required to “...examine and approve...all invitations for bids, contracts and other legal documents...” sent out by the School Administration. Mr. Regan said he did so for the Town Administration but it was not now the practice of the Solicitor to do so.</p> <p>Mr. Regan indicated he would discuss the review the process with the School Department and Town Administration and report to the Committee.</p> <p>The Committee discussed the contract bid process. No changes to the Charter were proposed since the process works properly.</p> <p>Current Meeting Discussion: Mr. Regan reported that after researching the question he was satisfied that this Charter change would provide no useful benefit.</p> <p>Motion by: Weber Second: Silveira</p>	<p>Should the Charter specify references for Town Solicitor?</p>	<p><u>Adams Barrow Faria Heaney Hennessey Mankofsky O’Halloran Semonelli Silveira Weber</u></p>	<p>No Yea: 0 Nay: 10</p>

Middletown Charter Review Committee
Minutes of 3 January 2018, Middletown Library Conference Room

<p>VI/608 & VI/609</p>	<p>Previous Discussion: Mr. Regan provided an explanation of the Municipal and Probate Judge responsibilities and terms of service. It was noted that an Alternate Probate Judge is provided in Section 609 but not in Section 608 although alternate Judges are in fact appointed by the Town Council for each position. The Committee suggested that an amendment should be considered to Section 608 to make these two sections consistent with respect to alternate judges. Current Meeting Discussion: The Committee discussed the utility of providing additional language in the Charter to address both Municipal and Probate Judges in similar terms. Mr. Regan pointed out that the absence of such language could potentially invalidate decisions of an Alternate Judge. The Committee agreed that such a change would be prudent. Motion by: Adams Second: Weber</p>	<p>Should the Charter provide for Alternate Judges?</p> <p>Should a new Section be added for a Municipal Court Judge?</p>	<p>Adams Barrow Faria Heaney Hennessey Mankofsky O'Halloran Semonelli Silveira Weber (Ms. Barrow recused)</p> <p>Adams Barrow Faria Heaney Hennessey Mankofsky O'Halloran Semonelli Silveira Weber (Ms. Barrow recused)</p>	<p>Yes Yea: 9 Nay: 0</p> <p>Yes Yea: 9 Nay: 0</p>
<p>Article VII</p>	<p>Town Departments</p>			
<p>VII/701</p>	<p>Previous Discussion: Chief Pesare provide the Committee with a recommended change to the Charter which would alter the requirements for Police Chief. He recommended that the requirement of 10 years' experience above the rank of Patrolman be reduced to 5 years but with increased experience requirements. He also recommended that the Town Council be empowered to include other desired experience requirements in the appropriate Town Ordinance. Section 701 language would be changed to delete 10 year requirement and substitute new language to implement 5 year requirement and increased experience in law enforcement and especially direction and supervision of police officers. The Committee held an extensive discussion of the proposed change. Current Meeting Discussion: After a full discussion of the advisability of reducing the number of years' experience required for consideration of a Police Chief the Committee agreed with Chief Pesare's recommendation. Motion by: Adams Second: Weber</p>	<p>Should the Police Chief be a police officer with at least 5 years' experience above Patrol Officer and have experience in organization, administration management and direction of police officers?</p>	<p>Adams Barrow Faria Heaney Hennessey Mankofsky O'Halloran Semonelli Silveira Weber</p>	<p>Yes Yea: 10 Nay: 0</p>

Middletown Charter Review Committee
Minutes of 3 January 2018, Middletown Library Conference Room

VII/702	<p>Previous Discussion: Shaw Brown provided a general explanation of the section. He noted that the requirements for Fire Chief are less restrictive than for Police Chief and ratification of appointment by the Town Administrator is not required, but by custom Council approval is requested.</p> <p>Also discussed was the meaning of “shall” in Charter text which always should be understood to mean “required to be done”. Shawn noted that both the Police and Fire Departments are specifically permitted to issue implementing regulations, procedures and protocols which are binding on the department.</p> <p>Current Meeting Discussion: The Committee noted that current practice is for the Town Administrator to ask the Council to ratify Department Head appointments. The Committee agreed that the present process is sufficient and effective.</p> <p>Motion by: Weber Second: Mankofsky</p>	Should the Charter provide for ratification of appointment by Town Council?	<p style="text-align: center;"><u>Adams Barrow Faria Heaney</u> <u>Hennessey Mankofsky O'Halloran</u> <u>Semonelli Silveira Weber</u></p>	<p style="text-align: center;">No Yea: 0 Nay: 10</p>
VII/703	<p>Previous Discussion: The Committee discussed the experience requirements of the Public Works Department Head. It was agreed that as written the Charter properly provides considerable latitude for selection by the Town Administrator. Mr. Brown noted specially that a residence requirement would be unnecessary and overly restrictive since such a requirement would unduly restrict selection of a Director with needed specialized experience.</p> <p>Shawn led a general discussion of how best to maintain the quality of Town governance and the importance of “shall” requirements.</p> <p>Current Meeting Discussion: The Committee agreed that a residency requirement for all Department Heads would be unnecessarily burdensome and would restrict the number of qualified candidates with no gain in department operational efficiency.</p> <p>Motion by: Weber Second: Mankofsky</p>	Should the Charter specify a residence requirement for the Public Works Director?	<p style="text-align: center;"><u>Adams Barrow Faria Heaney</u> <u>Hennessey Mankofsky O'Halloran</u> <u>Semonelli Silveira Weber</u></p>	<p style="text-align: center;">No Yea: 0 Nay: 10</p>
VII/704	<p>Previous Discussion: Recommendation of Tax Assessor received by email: Add the sentence “The Tax Assessor shall also act as Town Tax Collector.”</p> <p>This change was not discussed by the Committee.</p> <p>Current Meeting Discussion: The Committee discussed the advantages of the proposed change noting that there is sufficient authority in the Charter for the Town Administrator to assign Tax Collector duties to the Tax Assessor. Mr. Brown said that he thought this change was unnecessary.</p> <p>Motion by: Adams Second: Mankofsky</p>	Should the responsibilities of Tax Collector be added as a mandatory function of the Tax Assessor?	<p style="text-align: center;"><u>Adams Barrow Faria Heaney</u> <u>Hennessey Mankofsky O'Halloran</u> <u>Semonelli Silveira Weber</u></p>	<p style="text-align: center;">No Yea: 0 Nay: 10</p>

Middletown Charter Review Committee
Minutes of 3 January 2018, Middletown Library Conference Room

<p>VII/706</p>	<p>Previous Discussion: Mr. Regan and Mr. Brown led the discussion of the organization of the Finance Department by explaining how the department currently operates. Shawn noted that the Human Resources Director reports directly to the Town Administrator and does not function as part of the Finance Department.</p> <p>Shawn recommended that the references to Human Resources Director be removed from this section and placed in an appropriate section of the Charter. He pointed out that the Charter also empowers the Town Administrator to consolidate, merge and/or reorganize Town Administration.</p> <p>He also noted that the School Department has no HR Director or Department, requiring that all HR functions be performed by the Superintendent's staff.</p> <p>Current Meeting Discussion: The Committee agreed that this was a desirable change to clarify the organizational arrangement of the Human Resources Department.</p> <p>Motion by: Adams Second: Silveira</p>	<p>Should the Human Resource Management Department and functions and the Tax Collector be removed from this section and placed in separate Charter Sections?</p>	<p>Adams Barrow Faria Heaney Hennessey Mankofsky O'Halloran Semonelli Silveira Weber</p>	<p>Yes Yea: 10 Nay: 0</p>
<p>VII/711</p>	<p>Previous Discussion: A general discussion was held on the requirement for, and qualification of the Town Engineer. It was noted that the Town Engineer "shall" be required, but need not be full time which would allow for the use of consulting engineers. The Committee discussed the advisability of adding a requirement that the Town Engineer be a licensed/registered Professional Engineer. Peter Regan said he thought that might be a RIGL requirement. He will research and would report back to the Committee.</p> <p>Current Meeting Discussion: Shawn explained that the Town Engineer is often required to review and sign plans which are submitted by other Professional Engineers for approval. He thought this was a reasonable requirement and that a Town Engineer who did not have Professional Engineer certification would be at a severe disadvantage. After a brief discussion the Committee agreed that this was a useful Charter change.</p> <p>Motion by: Adams Second: Silveira</p>	<p>Should the Town Engineer be required to be a registered Professional Engineer?</p>	<p>Adams Barrow Faria Heaney Hennessey Mankofsky O'Halloran Semonelli Silveira Weber</p>	<p>Yes Yea: 10 Nay: 0</p>

Middletown Charter Review Committee
Minutes of 3 January 2018, Middletown Library Conference Room

VII/712 (To be Added)	<p>Previous Discussion: The Town Information Technology Officer, Matt Wainwright, recommended that the IT Office be specified in the charter as a required Town Department. Specifically, “There shall be an Information Technology Department, the Head of Which shall be the Chief Information Officer (CIO) The CIO shall be appointed by the Town Administrator. The IT Department shall be responsible for data security and data management, business continuity and continuity of operations related to information technology, project management, program management, industry best practices technology delivery and other matters assigned to the CIO by the Town Administrator.”</p> <p>Current Meeting Discussion: The Committee reviewed the recommendation of Mr. Wainwright and although the members appreciated the desirability of creating a CIO position and Technology Department they noted that the Town Administrator already has the authority to create such a position and department. The Committee also noted that given the rapidly changing IT world, fixing a Technology Department in the Charter would essentially fix that requirement in place for 10 years, an “IT Eternity”.</p> <p>Motion by: Adams Second: Silveira</p>	Should there be a separate IT Department and CIO Officer?	<p style="text-align: center;"><u>Adams Barrow Faria Heaney</u> <u>Hennessey Mankofsky O’Halloran</u> <u>Semonelli Silveira Weber</u></p>	<p style="text-align: center;">No Yea: 0 Nay: 10</p>
Article VIII	School Department			

Middletown Charter Review Committee
Minutes of 3 January 2018, Middletown Library Conference Room

<p>VIII/801</p>	<p>Previous Discussion: Mr. Regan began the discussion by pointing out that almost all School Department and School Committee matters were governed by RIGL. He noted that School Committee terms may be required by RIGL to be phased, that is ½ the School Committee elected at one general election and the 2nd ½ the next election. Peter added that the requirements of RIGL were in general intended to increase the stability of School Committees and insulate them from political considerations. [Correction: All School Committee members may be elected at one general election if approved by referendum.]</p> <p>The Committee discussed the lack of participation in School Committee elections, noting that only one non-incumbent had run for the SC in about the last decade.</p> <p>To increase election participation the Committee discussed the desirability of expanding the number of School Committee members to seven. Also discussed was the advantages/disadvantages and likely effect of term limits.</p> <p>Current Meeting Discussion: The Committee held an extensive discussion and debate on the merits of these changes to the School Committee election process and terms of service. The Committee felt that expanding the School Committee membership to 7 members would increase the likelihood of additional citizens running for School Committee and would provide a greater diversity of opinion and input.</p> <p>The Committee also generally thought that electing all SC members simultaneously would diminish corporate memory and could result in the SC being controlled by a “block” with a single agenda.</p> <p>In general, the committee felt that limiting the length of service would help to bring new voices to the SC while retaining adequate experience.</p> <p>Motions by: Adams Second: Weber</p>	<p>Should the School Committee be expanded to seven members?</p> <p>Should all School Committee members be elected at the same general election?</p> <p>Should the SC have term limits?</p> <p>Should School Committee members be limited to Two (2) consecutive terms followed by Two (2) years off the Committee?</p>	<p>Adams Barrow Faria Heaney Hennessey Mankofsky O’Halloran Semonelli Silveira Weber</p> <p><u>Adams Barrow Faria Heaney</u> <u>Hennessey Mankofsky O’Halloran</u> <u>Semonelli Silveira</u> Weber</p> <p>Adams Barrow Faria Heaney Hennessey Mankofsky O’Halloran Semonelli Silveira Weber</p> <p>Adams Barrow Faria Heaney Hennessey Mankofsky O’Halloran Semonelli Silveira Weber</p>	<p>Yes Yea: 10 Nay: 0</p> <p>No Yea: 2 Nay: 8</p> <p>Yes Yea: 10 Nay: 0</p> <p>Yes Yea: 10 Nay: 0</p>
-----------------	--	---	--	---

Middletown Charter Review Committee
Minutes of 3 January 2018, Middletown Library Conference Room

VIII/803	<p>Previous Discussion: The Committee held a general discussion of this section and the Superintendent’s comment. Peter Regan noted that he thought this section was consistent with RIGL and the intent was to ensure that vacancies were quickly filled. He will check and report to the Committee.</p> <p>The School Superintendent recommended that this section be modified to specify that “...in the event of a School Committee vacancy, a subcommittee made up of two Town Council members and two School Committee members receive applications and interview, and then recommend a candidate to the Town Council.”</p> <p>Current Meeting Discussion: The Committee held a full discussion and debate of this recommendation and decided that the insertion of the School Committee in the appointment process was an unnecessary complication and would make the rapid appointment of a successor more difficult than necessary. The Committee also felt that appointment by the Council provided the opportunity to appoint someone with new ideas and viewpoints.</p> <p>Motion by: Adams Second: Weber</p>	Should candidates for mid-term SC vacancies be recommended by a joint TC/SC Committee?	<p style="text-align: center;"><u>Adams Barrow Faria Heaney</u> <u>Hennessey Mankofsky O’Halloran</u> <u>Semonelli Silveira Weber</u></p>	<p style="text-align: center;">No Yea: 0 Nay: 10</p>
VIII/805	<p>Previous Discussion: Mr. Regan noted that this section is consistent with RIGL.</p> <p>From School Committee Chair: Is there a reason that “and for vacation of all officials and employees of the school department” is explicitly stated? There are many other responsibilities of the School Committee so it’s not clear to me why this one is mentioned specifically.</p> <p>Current Meeting Discussion: The Committee agreed that this was a requirement better specified in policy statements or Town ordinance.</p> <p>Motion by: Adams Second: Weber</p>	Should the Charter specify School Department Vacations?	<p style="text-align: center;"><u>Adams Barrow Faria Heaney</u> <u>Hennessey Mankofsky O’Halloran</u> <u>Semonelli Silveira Weber</u></p>	<p style="text-align: center;">No Yea: 0 Nay: 10</p>
VIII/806	<p>Previous Discussion: Mr. Mankofsky began the discussion of this section by questioning the desirability of having the School Committee clerk functions carried out by the Superintendent. The Committee discussion focused on the role of the clerk and the desirability of establishing the Clerk as a separate position.</p> <p>Current Meeting Discussion: The Committee again discussed the potential conflicts arising from having Superintendent perform the functions of the School Committee Clerk. It was agreed that these responsibilities should be clearly separated to avoid approvals of purchases and other School Department actions by one person.</p> <p>Motion by: Adams Second: Weber</p>	Should the School Committee Clerk be a member of the school committee?	<p style="text-align: center;">Adams Barrow Faria Heaney Hennessey Mankofsky O’Halloran Semonelli Silveira Weber</p>	<p style="text-align: center;">Yes Yea: 10 Nay: 0</p>

Middletown Charter Review Committee
Minutes of 3 January 2018, Middletown Library Conference Room

VIII/808	<p>Previous Discussion: The Committee discussed the desirability of employment contracts and whether the Charter should require or prohibit this common practice. It was noted that employment contracts are commonly used for both School Superintendents and Town Administrators although Middletown’s Town Administrator does not currently have an employment contract.</p> <p>Current Meeting Discussion: The Committee discussed the current practice of the School Committee to approve a “rolling” approvals of school administration employees. While it was agreed that this practice was generally undesirable it should not be prohibited, only restricted by SC policy.</p> <p>Motion by: Adams Second: Weber</p>	Should School official employment contacts be prohibited?	<p><u>Adams Barrow Faria Heaney</u> <u>Hennessey Mankofsky O’Halloran</u> <u>Semonelli Silveira Weber</u></p>	<p>No Yea: 2 Nay: 8</p>
VIII Note	<p>Previous Discussion: From the School Superintendent: The Town’s Basic Education Plan should be referenced as a fundamental Town document controlling the School System.</p> <p>Current Meeting Discussion: The Committee agreed that incorporating this general reference in the Charter would give it a permanent status inappropriate for a Plan which could be radically changed over time. Plans approved by the School Committee were though to be sufficient for providing SC guidance and staff direction.</p> <p>Motion by: Weber Second: Adams</p>	Should the Basic Education Plan be referenced in the Charter?	<p><u>Adams Barrow Faria Heaney</u> <u>Hennessey Mankofsky O’Halloran</u> <u>Semonelli Silveira Weber</u></p>	<p>No Yea: 0 Nay: 10</p>
Article IX	Personnel			
IX/909	<p>Previous Discussion: Peter provided an explanation of the operation of this Section. He noted that the Personnel Board is authorized to hire expertise if required and Town ordinances provide additional implementation guidance and requirements.</p> <p>The Committee asked if Personnel Board membership requirements should be specified in the Charter. After discussion it was agreed that such requirements are best included in the implementing ordinance.</p> <p>Current Meeting Discussion: No significant changes from previous discussion.</p> <p>Motion by: Weber Second: Adams</p>	Should Personnel Board member requirements be included in the Charter?	<p>Adams Barrow Faria Heaney Hennessey Mankofsky O’Halloran Semonelli Silveira Weber</p>	<p>No Yea: 0 Nay: 10</p>
Article X	Miscellany			

Middletown Charter Review Committee
Minutes of 3 January 2018, Middletown Library Conference Room

X/1001	<p>Previous Discussion: A general discussion was held on the operation of this section. It was noted that RIGL controls the tax assessment and appeal process. The requirement for bi-partisan board membership was questioned by the Committee because Town Council elections are now non-partisan. Peter agreed to research the requirement and report to the Committee.</p> <p>Current Meeting Discussion: No significant discussion. Remains pending.</p>	Pending	Adams Barrow Faria Finn Flynn Heaney Hennessey Mankofsky O'Halloran Semonelli Silveira Weber	
Article XII	Amendment of Charter; Separability of Provisions of Charter			
XII/1201	<p>Previous Discussion: Peter explained that this Section specifies the Charter review process. He indicated that the language should be clarified to better define this process.</p> <p>Current Meeting Discussion: No significant discussion. Remains pending.</p>	Pending	Adams Barrow Faria Finn Flynn Heaney Hennessey Mankofsky O'Halloran Semonelli Silveira Weber	

The Committee will continue voting on pending referendum questions and begin the review of proposed Charter change language at the next meeting.

Next Meeting

The next Committee meeting is scheduled for Wednesday, January 31, 2018 at 6:00 PM in the Middletown Library conference room.

The meeting was adjourned at 7:45 PM.

Respectfully Submitted,

/s/ Richard Adams, Secretary