

REGULAR MEETING of the Burrillville Charter Review Commission held January 7, 2016 at 7:00 P.M in the Town Council Chambers, Town Building, 105 Harrisville Main St., Harrisville, RI.

MEMBERS PRESENT Robin Schutt, Dennis Anderson, Kelly C. Hunt, James Alix, Donison Allen, David Houle, Arthur R. Hurley, James A. Langlois and Elizabeth Lees

MEMBERS ABSENT: None

1. VOTED that the question of approving the minutes of the December 16, 2015 Charter Review Commission meeting be continued to the next meeting. Motion by Arthur R. Hurley. The motion carried unanimously.

2. Public Comment

VOTED to close public comment.

Motion by Donison Allen. The motion carried unanimously.

3. Invoices: None

4. New Business:

#28 Submission from Councilor Donald Fox relative to Sec. 18.06,

Sewer Commission, regarding his proposal that the Sewer Commission become a department of the town.

VOTED to consider. Motion by Dennis Anderson. The motion carried unanimously.

Discussion: William A. Andrews, Chairman of the Sewer Commission, addressed the Commission regarding his opposition to the proposal. The operation of the Sewer Commission was discussed. Councilor Donald A. Fox reviewed his proposal that the Sewer Commission become a department of the Town. The proposal was reviewed and the facility operation was discussed further.

VOTED to close. Motion by James Langlois. The motion carried unanimously.

VOTED to move on for further discussion when we move on to further deliberation. Motion by Arthur R. Hurley. The motion carried unanimously.

5. Unfinished Business:

#6 Submission from Margaret L. Dudley regarding expanding Town Council authority over the School Department and Sewer Commission as it relates to salary and benefit changes.

VOTED to open. Motion by Kelly Hunt. The motion carried unanimously.

Discussion: The proposal was discussed.

VOTED to close. Motion by Arthur R. Hurley. The motion carried unanimously.

Note: The item will move forward for further discussion at a future meeting.

#14 Relative to Sec. 11.10 – Powers and Duties (of the School Committee) as it relates to consultation with the Town Council prior to establishing wages, salaries and benefit programs

VOTED to open. Motion by Dennis Anderson. The motion carried unanimously.

Discussion: Formal and informal procedures used for consultation between the Town Council and the School Committee were reviewed.

VOTED to close. Motion by James Langlois. The motion carried unanimously.

VOTED that, having duly deliberated item #14, we recommend no changes to Sec. 11.10. Motion by Dennis Anderson. The motion

carried unanimously.

#19 Relative to Sec. 18.06 - Sewer Commission as it relates to compliance with classification and pay plans adopted pursuant to the Charter.

Discussion: The process used to comply with the requirement was reviewed.

VOTED to close. Motion by James Langlois. The motion carried unanimously.

VOTED to eliminate item #19 from the list with no changes recommended. Motion by David Houle. The motion carried unanimously.

#21 Relative to Sec. 19.07 – Compensation of Officers and Employees as it relates to limitations of the Town Council’s authority to set compensation.

VOTED to open. Motion by James Alix. The motion carried unanimously.

There was no public input.

VOTED to close. Motion by James Alix. The motion carried

unanimously.

Discussion: There was discussion that if the Commission recommends changes to Sec. 3.14, Powers and Duties (of the Town Council) as it relates to salaries and benefits, this section would have to be amended to conform.

VOTED to consider items 6 and 21 together. Motion by James Langlois. The motion carried unanimously.

#22 The School Committee's submission relative to Sec. 3.14(J), Powers and Duties (of the Town Council) relative to the requirements for the transfer of money from the unreserved, undesignated fund.

This submission had been withdrawn by the School Committee but remained before the Commission at their request. Robin Schutt voiced concerns that the super-majority required for the transfer of funds might be too restrictive.

VOTED to open. Motion by Arthur R. Hurley. The motion carried unanimously.

Discussion: Nancy F. Binns of the Town Council spoke of the importance of maintaining the restriction and the dangers of relaxing the requirement. The matter was discussed.

VOTED to close. Motion by Dennis Anderson. The motion carried unanimously.

VOTED to remove item #22 (from the list of pending items). Motion by David Houle. The motion carried unanimously.

#24 Consider and act on the Commission's recommendation to move the annual budget submission dates from the first Monday in February to the second Monday in January.

VOTED to open. Motion by James Langlois. The motion carried unanimously.

Discussion: The budget schedule was reviewed and discussed.

VOTED to close. Motion by Donison Allen. The motion carried unanimously.

VOTED to recommend to the Town Council that this go on the ballot. Motion by Donison Allen. The motion carried unanimously.

#26 Consider and act on the Commission's inquiry relative to §§3.04, 11.04 and 19.14 regarding the methods of excusing meeting absences.

VOTED to open. Motion by James Alix. The motion carried

unanimously.

Discussion: There was discussion of differences in Charter requirements for excusing elected officials and appointed board members. There was discussion of the discrepancy between the charter requirements and current practices for excusing absences.

VOTED to close. Motion by James Alix. The motion carried unanimously.

VOTED to leave as is and refer to the Town Council that they might want to have a letter sent to the boards and commissions. Motion by James Langlois. The motion carried, eight in favor, one opposed. Voting in favor were Robin Schutt, Kelly C. Hunt, James Alix, Donison Allen, David Houle, Arthur R. Hurley, James A. Langlois and Elizabeth Lees. Dennis Anderson voted in opposition.

6. Communications:

Submission tracking chart.

VOTED to open. Motion by Donison Allen. The motion carried unanimously.

The chart was reviewed. The Charter Review Commission confirmed that:

- **The personnel board and town manager will be invited to the February 3, 2016 meeting to discuss human resources functions**
- **The next agenda will include all open items.**
- **New open items will be considered if brought before the Charter Review Commission and a vote to add them succeeds.**
- **At the next meeting, the Charter Review Commission will consider developing a list of items for which they need the Solicitor's opinion.**
- **The clerk will prepare a draft resolution of the technical changes that the Charter Review Commission is recommending that the Town Council make by resolution.**
- **The clerk will begin a list of questions that the Charter Review Commission recommends be placed before the electorate for discussion at the next meeting.**

VOTED to close. Motion by James Langlois. The motion carried unanimously.

7. VOTED to adjourn at 9:05 P.M.

Motion by Arthur R. Hurley. The motion carried unanimously.

The meeting was recorded.

Louise R. Phaneuf, Clerk