

October 29, 2009

The first meeting of the Charter Review Advisory Panel was called to order at 7:00 p.m. Members present were Kenneth Booth, Paul St. Germain, Linda Butera-Noble and Stanley Wynne. Dr. Ronald Stewart arrived at approximately 7:15 p.m.

Attorney Fausto Aguilla was unable to attend. There was discussion as to the duties that Attorney Aguilla would have on the Commission. These include review of the Charter and ordinances of the town to see where conflicts may arise, to help the commission prepare for the final recommendations to the council and to draft questions in preparation for any ballot questions the council may approve.

The Commission discussed reporting back to the Town Council by mid April of 2010. The Commission would like to keep the process non-political and to keep the process open.

The Commission would like to meet with Boards and Committees, but prefers that they receive written outlines from everyone prior to meeting with them. This will help the Commission to be prepared and ready to discuss the sections of the Charter that will be presented to them for review. The Commission would like to meet with the Town Administrator first as they feel that the Administrator would have a more global viewpoint and that each Board and Committee would be more focused on their section of the Charter.

Kenneth Booth brought in two references that might be beneficial to the process. “Model City Charter” and “Guide for City Charter”. He recommended purchasing one for each Commission member to use as a guide. He stated that he thought its’ cost was in the \$3.00 range.

Maureen Smith will send out letters requesting an outline of recommendations and comments to all parties affected by the Charter and Ordinance.

The Commission set the next two meeting dates for November 10, 2009 at 7:00 p.m. and Monday November 30, 2009 at 6:30 p.m.

There was a recommendation to put a link on the Town’s web-site for public input and to put the meeting dates on the Cox Cable.

There was no public comment.

Meeting adjourned at 8:15