

Charter Review Committee Meeting Minutes
February 27, 2018 at 7:00PM
Room A12, Longmeadow High School Administrative Building
Approved as presented at the April 2, 2018 meeting

Attendees: Tass Angelides, Liz Bone, Michael Clark, Peter Landon, David Martel, Arlene Miller, Gerry Nolet, and Larry Starr.

Administrative Support: Stephen Crane, Town Manager, and Paul Pasterczyk, Finance Director were both present and invited by the committee to participate in the meeting.

Chairman Martel called the meeting to order at 7:02PM.

- A. Public Comment: There were no comments offered by the public.
- B. Approval of minutes from the last meeting: Mr. Starr moved and Ms. Bone seconded a motion to accept the minutes from the February 14, 2018 meeting as presented. The motion passed unanimously.
- C. Chairman Martel set the stage for this meeting and led us as we continued to review the Charter page-by-page:
 1. Article 5: Town Manager
 - a. 5-2b: The last sentence of this section was discussed at our last meeting and Mr. Starr offered to prepare a substitute sentence for us to consider at our next meeting. A motion was made by Mrs. Miller and seconded by Mr. Starr to delete the last sentence of 5-2b and insert "Appointments of department heads made by the town manager shall not become effective until presented to the Select Board for approval and approved. If neither approved nor rejected by the Select Board by the completion of two successive meetings of the Select Board, the appointment shall be deemed approved." The motion was approved unanimously.
 - b. 5-2b: A motion was made by Mrs. Bone and seconded by Mr. Starr to strike "subject to the civil service laws where applicable" as well as any reference to the "assistant accessor" (as was added at our last meeting). The motion passed unanimously.
 2. Article 6: Administrative Organization
 - a. 6-1a (1): A motion was made by Mr. Starr and seconded by Mr. Clark to insert "or any town department or office expressly enumerated in the Charter" following "school department". The motion passed 7-1.
 - b. 6-1c: The committee discussed and generally agreed on the idea of adding words as section 6-1c that clarify the role of committees versus boards especially as it relates to the Council on Aging and the Library Board. This will be discussed further at another meeting.
 - c. 6-2b: A motion as made by Mr. Clark and seconded by Mr. Landon to insert language suggested by Paul Pasterczyk at the end "or as town accountant and treasurer simultaneously". The motion passed.
 - d. 6-2a: A motion was made by Mr. Landon and seconded by Mr. Nolet to insert the words "debt management" following the words "treasury management". The motion passed.
- D. Other: Chairman Martel wrapped up the meeting suggesting we would focus some time on the memo he had sent and will resend about issues he had opined on as Town Council related to the charter.
We all agreed we would look at dates toward the end of March for our next meeting. Arlene agreed to coordinate that effort.

The meeting was adjourned at 8:34PM.

Respectfully submitted by Arlene C. Miller