

Charter Review Committee September 29, 2020
Minutes

Members present: Larry Levine, Phil Adams, William Fonseca, Jeff Bosworth, Andy Fraser, Jeanne Quaglietti (non-voting) and Michael Kane (ex-officio, non-voting)

Members absent: Tom Christensen, Ralph Paige, and Marilyn Richards

Meeting was held via Zoom and called to order at 4:30 PM by Chairman Larry Levine. Meeting was being videotaped by ELCAT and there were no audience members taping.

Minutes of the September 22, 2020 meeting motion to accept made by Bill, seconded by Andy, no discussion. Roll call vote: Phil-yes, Larry-yes, Bill-yes, Andy-yes, Jeff-yes

The committee resumed the conversation where we left off on the September 22nd meeting at article 3, section 2, (Powers & Duties), item # 6. Chairman Larry Levine read item #6 seeking any comments, suggestions and/or questions from the members present. No action taken.

Phil Adams spoke about Chairman Larry Levine receiving a letter from a Town Councilor, as a private citizen, as mentioned by Michael Kane, requesting to change the direction that the committee has taken with this process. After a brief discussion it was decided by the members present that we would continue with our direction and thanked the Town Councilor for his thoughts with Chairman Larry Levine responded back to the Town Councilor with our reply to this request.

Chairman Larry Levine read item #7 seeking any comments, suggestions and/or questions from the members present. Andy Fraser asked if there was a Town Managers report in the annual Town report as every other department head provides? Jeanne Quaglietti reviewed the past annual Town reports and there is no statement and/or mission from the Town Manager in the past annual Town reports. This is something that we may want to review.

Chairman Larry Levine read item #8 seeking any comments, suggestions and/or questions from the members present. No action taken.

Chairman Larry Levine read item #9 seeking any comments, suggestions and/or questions from the members present. No action taken.

Chairman Larry Levine read item #10 seeking any comments, suggestions and/or questions from the members present. Jeanne Quaglietti spoke indicating that she thought that Accounting was in charge of this responsibility. Bill Fonseca was under the impression that the Town Manager was responsible for full and complete inventory of all property of the Town, both real and personal. At the request of Chairman Larry Levine Jeanne will look into item # 7 & # 10 for the next meeting.

Chairman Larry Levine read item #11 seeking any comments, suggestions and/or questions from the members present. No action taken.

Chairman Larry Levine read item #12 seeking any comments, suggestions and/or questions from the members present. No action taken.

Chairman Larry Levine read item #13 seeking any comments, suggestions and/or questions from the members present. Jeff Bosworth questioned where does the Human Resource Department figure into all of this. After a brief discussion it was suggested by Chairman Levine to delay reviewing this item and add this to the list of items, we will be discussing with the Town Manager at a later date.

Chairman Larry Levine read item #14 seeking any comments, suggestions and/or questions from the members present. No action taken.

Chairman Larry Levine read item #15 seeking any comments, suggestions and/or questions from the members present. No action taken.

Chairman Larry Levine read item #16 seeking any comments, suggestions and/or questions from the members present. Jeanne Quaglietti questioned whether this was an employee handbook. Chairman Levine and Bill Fonseca feel this is something different and gave reasons on their thoughts. Phil Adams brought up the issue of rejected vs approved by the Town Council in this item and asked if we should add this to the list of items for discussion with the Town Manager. Chairman Larry Levine spoke about a conflict in the 45 days issue between this item and item # 1 of this section. Chairman Levine was looking for any other comments and/or discussion on this paragraph. Andy Fraser spoke and indicated that it seems to him that this could apply to this paragraph as well as the last several ones even though it specifically says this is the responsibility of the Town Manager, it is silent when it comes to saying whether or not the Town Manager can delegate or assign some of these tasks to the appropriate people, which I am sure that they do from time to time. Is this reasonable to assume? After some discussion Chairman Levine agreed that this is another issue for the Town Manager to weigh in on.

Chairman Larry Levine read item #17 seeking any comments, suggestions and/or questions from the members present. No action taken.

Chairman Larry Levine read item #18 seeking any comments, suggestions and/or questions from the members present. No action taken.

Chairman Larry Levine read item #19 seeking any comments, suggestions and/or questions from the members present.

Phil Adams asked a question pertaining to does a person have to be a resident of Town in order to serve on an appointed board. A lengthy discussion took place among the members with many thoughts and suggestions on this question. Chairman Levine stated that this is an important issue and that everyone should sleep on this and we will continue this discussion at the next meeting. Jeanne will check with surrounding communities to see how this issue is handled in their communities.

Chairman Larry Levine read item #20 seeking any comments, suggestions and/or questions from the members present. Action will be taken after we cover Article 5.

Jeff made a motion to adjourn the meeting, seconded by Bill. Voting YES to adjourn were members Phil Adams, Jeff Bosworth, Andy Fraser, William Fonseca, Chairman Larry Levine. The meeting adjourned at 5:30 PM.

The next meeting of the Charter Review Committee via Zoom webinar is scheduled for Tuesday, October 6, 2020, starting at 4:30 PM.

Respectfully submitted,
Philip J. Adams