

**SAUGUS CHARTER COMMISSION**  
**APROVED MEETING MINUTES**  
**OF**  
**JANUARY 22, 2009**

The fiftyith meeting of the Saugus Charter Commission was held on Thursday, January 22, 2009. The meeting was held in the Town Hall Auditorium. The meeting was called to order by the Chairman, Peter Manoogian, at 7:30 P.M.

***STEP 5: CONSTRUCT A PROTOTYPE***

**ROLL CALL OF MEMBERS**

Seven members of the nine member committee were present at roll call: Cam Cicolini, Karen Cote, Eugene Decareau, Albert W. Diotte, Jr., Joan Fowler, Peter Manoogian, Sr., and Debra Panetta.

The Chairman noted that there were enough Members present for a quorum.

Karla J. de Steuben and Thomas Stewart arrived at approximately 7:45pm.

**READING OF MINUTES OF LAST MEETING (January 15, 2009)**

Minutes were distributed to all Commission Members for review before the next meeting.

**ACCEPTANCE OF PREVIOUS MINUTES (January 8, 2009)**

Ms. Panetta made a motion to accept the Minutes of January 8, 2009.

The Chairman seconded the motion.

The motion passed **7-0**

**PUBLIC COMMENT**

None at this time.

**CHAIRMAN'S REPORT**

- **Saturday morning – attendance, arrival time**

The Chairman reported that at the present time there are 57 attendees. Schedule, teams, and name tags have all been taken care of. The Chairman suggested that Members arrive at approximately 8:15. He noted that Ms. Cicolini was successful in getting refreshments donated, and that Kane's Donuts had given a very good price for the items that they are providing.

- **How best to record suggestions?**

Teams are asked to record their thoughts on one piece of paper, and although the Chairman has an easel, he does not have large tablets at this time. He asked Members for their suggestions. It was decided that large tablets would be too cumbersome, as some of the teams have 10 people on them, and something in-between would be better.

The Chairman stopped his Report to address Selectman Peter Rossetti, Liaison to the Charter Commission, regarding a discrepancy in the Charter Budget that had just been discovered. He

asked for Mr. Rossetti's help in the matter; a sum of \$5,500 encumbered for printing costs that are not the responsibility of the Charter Commission.

Mr. Rossetti stated that he had spoken to the Clerk for the Board of Selectmen that day, making sure that there would be discussion for the mailing, which would be part of their 2010 Budget, and that they were trying to estimate costs.

Mr. Rossetti also noted that he had brought the subject up at the previous night's Finance Committee, reminding them that, as part of the Budget, through either the Manager's Office for the mailing portion of the Budget, or as part of the Board of Selectmen's Budget, that this would have to be accounted for. He went on to say that the amount could be anywhere from \$10,000 to \$20,000, due to the potential cost for printing, mailing, (and possibly in increase in postage rates), and other expenses such as printing labels.

Mr. Rossetti addressed the issue of the money being encumbered in the Charter Budget, stating that it was the first he had heard about it.

Mr. Manoogian re-stated the Charter Commission's responsibility to make sufficient copies of the Preliminary Report, and have it distributed in a newspaper of general circulation. After that, the responsibility of distributing the Final Report to any household that has a registered voter in it, both printing and distribution, is the responsibility of the Board of Selectmen.

Discussion continued regarding printing and mailing procedures, estimates, etc.

Mr. Rossetti assured Members that he will look into the matter, and get back to the Chairman the following day.

#### **CHAIRMAN'S REPORT (Continued)**

- **Need to set up Town Hall during recess**

With the help of Mr. Garabedian and Mr. Wright, the tables for Saturday's Meeting were already set up.

- **Error in Saugus Advertiser**

The Chairman noted that the Saugus Advertiser had printed another comparison chart, on the difference between the Town Manager before and after. The Advertiser made a mistake and put in a term of office; it has been corrected but will not appear in print until next week.

The Chairman noted that next week there will be a comparison of the School Committee.

- **Hearing will be March 9<sup>th</sup> (Monday) or 12<sup>th</sup> (Thursday)**

Although the Commission had planned to have their Public Hearing on March 5<sup>th</sup>, the Chairman was advised by Sue Dunn that the Auditorium is not available on that date.

The Chairman asked Members if they would prefer Monday, March 9<sup>th</sup>, or Thursday, March 12<sup>th</sup>.

Members agreed to have the Public Hearing on Thursday, March 12<sup>th</sup>, 7:30pm, in the Town Hall Auditorium.

The Chairman asked the Clerk to post the Meeting.

#### **TREASURER'S REPORT**

Mr. Decareau made a motion for approval to pay \$294 to the Clerk for services for the month of January, up until January 22<sup>nd</sup>.

The Chairman seconded the motion.

The motion passed **9-0**

## COMMITTEE REPORT

- **Outreach Committee**

Ms. Panetta reported that the Meeting on January 24<sup>th</sup> would be televised, and that she had received some positive feedback since the packets went out to the attendees.

- **Timeline Committee**

- **To press February 5<sup>th</sup>**

Preliminary Report must be sent to the Saugus Advertiser by February 5<sup>th</sup>.

- **Publication February 26<sup>th</sup>**

Said Report will be published in the February 26, 2009 Saugus Advertiser.

- **Hearing on March 9<sup>th</sup> or 12<sup>th</sup>**

The Public Hearing will be on March 12, 2009, as agreed by Members earlier in the Meeting.

The Chairman noted that they will probably take the following week, February 19<sup>th</sup>, off, as Mr. Curran will not be available, and Members will need some time to sift through the feedback received at the Public Hearing. He also noted that the Commission has until May to submit a copy of the Final Report to the Attorney General.

Mr. Curran suggested that Members might want to meet on the nineteenth without him, to discuss the information while it is still fresh in everyone's mind, and could formulate questions for him to address the following week.

- **Editing Sub-Committee**

The Chairman noted that he is leaving it open until he sees how far things progress at that evening's Meeting.

## CORRESPONDENCE

- **Email from State Ethics Commission**

The Chairman, in response to inquiries he has received regarding the conflict of interest law, c. 268A, and whether it could be applied to a town meeting format, spoke with Ms. Deirdre Roney, General Counsel, State Ethics Commission.

Ms. Roney responded via email. The Chairman read the email, which had been included in the Members' folders. She responded in part, "the statutory provision that makes elected town meeting members exempt from the conflict law, c. 268A, sec. 1(g), applies only to elected town meeting members. Members of a town assembly would be within the definition of municipal employees and therefore subject to the conflict law."

The Chairman will have the full email posted on the town's website.

- **Correspondence from Allan M. Huberman**

The Chairman read a letter from Mr. Huberman, in favor of re-instituting a Personnel Board in the Town of Saugus.

The Chairman addressed Mr. Huberman, if watching, stating that the Commission has removed all reference to boards and commissions from the charter proposal. They will be included in the ordinance provision at the end of the charter. Mr. Manoogian noted that this is the type of feedback that Members will consider when compiling that list at the end of the charter, Section 9. Discussion followed re: pros and cons of a personnel board.

Before beginning their analysis, the Chairman referred to a four page Preliminary Report that he and Mr. Curran had worked on, which was included in their folders. He asked Members to read it before next meeting. Next week Members will have to take a vote to adopt the Preliminary Report, including what the cover letter will look like. He went on to state that his goal, after next week's meeting, is to get the final product to the Saugus Advertiser.

The Chairman noted other items in the Members' folders: the errata sheet prepared by Mr. Curran, the log of requested changes prepared by the Clerk, and an updated draft of the first six articles provided by Mr. Curran.

**UNFINISHED BUSINESS**

- **Continued Editing of January 12<sup>th</sup> Draft – Start Article 7**  
Members began analysis on Page 27, Article 7, for substantive matters, and completed Page 36, Section 8-13:

A recess was called at 9:22 pm.  
Meeting resumed at 9:37 pm.

- **Continued Editing of January 12<sup>th</sup> Draft**  
Members resumed analysis on Page 36, Section 8-14, and completed the rest of Article 8 and all of Article 9.

**NEW BUSINESS**

- **Re-Analysis / Editing of January 12<sup>th</sup> Draft**  
Analysis for grammar and punctuation began on Page 1, Article 1, and concluded at the end of that Article on Page 3. Members then moved forward to Articles 7, 8, and 9.

**MEMBERS ANNOUNCEMENTS / MOTIONS**

The Chairman noted that the Commission would need a corrected Errata Sheet before the Saturday Meeting.

**PUBLIC FORUM**

None at this time.

**ADJOURNMENT**

Ms. Cote moved to adjourn at 10:37 P.M.  
The Chairman seconded the motion.  
The motion passed **9-0**

**APPROVED ON** \_\_\_\_\_

**SUBMITTED BY** \_\_\_\_\_