

**SAUGUS CHARTER COMMISSION**  
**APPROVED MEETING MINUTES**  
**OF**  
**JANUARY 24, 2009**

The fiftyfirst 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 9.00 A.M.

***Focus Group Session***

**ROLL CALL OF MEMBERS**

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

The Chairman noted that there were more than enough for a quorum, and without objection, dispensed with reading the Minutes of the last Meeting. He then moved forward with the day's Agenda.

- **Welcome**

The Chairman welcomed all of the attendees, and thanked them for their willingness to participate. He referred to information that had been provided at each table, and explained the process of getting feedback before going out to communicate a solution. He noted that, by law, Charter Commissions are only required to have two Public Hearings, and that this was their fourth. He also noted that they would be having a fifth Public Hearing on March 12, 2009. Mr. Manoogian expressed the Commission's desire to receive quality input from the people who, not only elected the Commission, but will be voting on the final product in November.

The Chairman shared the words of Thomas Jefferson, third President of the United States: "Every difference of opinion is not a difference in principle." Mr. Manoogian then went on to express the guiding principles of the Commission, referring to the document that all attendees had received in their packets.

The Chairman thanked Shaw's, Pace's, Stop & Shop, and Kane's Donuts for their help in providing refreshments.

Mr. Manoogian then reviewed the remainder of the Agenda and instructed the six focus groups, consisting of 53 participants, to:

- Choose a team leader to keep things on task
- Choose a recorder to write down the group's observations and questions
- Choose someone to present the information compiled by the group

The Chairman went on to explain the Errata Sheet that had been provided for each of the participants, containing any changes and corrections to the draft charter since they received their packets.

- **Focus Groups – Discussions / Share Findings**  
Each of the focus groups shared and discussed the information that they had put on their individual response sheets. Commission Members circulated to help facilitate and answer questions.
- **Focus Group – Debrief, Record Discussion**  
Participants compiled observations and questions, and filled out their group response sheets.

While groups were setting up for their presentations, the Chairman took a moment to thank Rich Garabedian from Saugus Cable, Custodian Bob Wright, and Sue Dunn from the Manager’s Office for all of their help.

- **Report Out to Full Group**  
Ms. Cicolini drew names to determine the order in which the groups would present:
  - **School Committee**  
Spokesperson: Sherri Raftery, 77 Newhall Avenue
  - **Legislative Branch**  
Spokesperson: Janet Leuci, 35 Wilbur Avenue
  - **Select Board**  
Spokesperson: Janice Jarosz, 5 Wilson Street
  - **Town Manager**  
Spokesperson: Rick Mytkowicz, 24 Emory Street
  - **Elections**  
Spokesperson: Timothy Hawkes, 225 Walnut Street
  - **Finance**  
Spokespersons: Maureen Dever, 3 Atherton Street  
Rick Smith, 68 Lynn Fells Parkway

Questions and observations were addressed by Consultant Michael Curran and Charter Commission Members.

The Chairman thanked Mr. Curran for his help before he left for a previous engagement, and also acknowledged Student Interns that were present.

- **General Questions**  
Question and answer session was opened to all attendees.

**ADJOURNMENT**

Ms. Cote moved to adjourn at 12:18 P.M.

The Chairman seconded the motion.

The motion passed **9-0**

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

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