

**SAUGUS CHARTER COMMISSION**  
**APPROVED MEETING MINUTES**  
**OF**  
**FEBRUARY 19, 2009**

The fifty-fourth meeting of the Saugus Charter Commission was held on Thursday, February 19, 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 6: TEST AND EVALUATE***

**ROLL CALL OF MEMBERS**

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

Karen Cote was absent from the meeting.

The Chairman noted that there were more than enough for a quorum.

**READING OF MINUTES OF LAST MEETING (February 12, 2009)**

Minutes were distributed to all Commission Members for review before the next meeting. The Chairman noted a redundancy in the list of "Issues to Revisit," items two and three.

**ACCEPTANCE OF PREVIOUS MINUTES (January 29, 2009)**

Ms. Panetta made a motion to accept the minutes of January 29, 2009.

The Chairman seconded the motion.

The motion passed **8-0**

**PUBLIC COMMENT**

None at this time

**CHAIRMAN'S REPORT**

- **Update on procedural tasks**

The Chairman reported that the Saugus Advertiser had come out that day, and that the Commission has met its statutory requirement to distribute the Preliminary Report in a newspaper of general circulation. The Chairman also noted that there are copies of the proposal in the Town Clerk's Office, Library, Senior Center, and is also on the website. Mr. Manoogian also informed Members that there are both a public notice and a legal notice in the Saugus Advertiser.

- **Saugus Housing Authority Special Act – 1968**

The Chairman noted that he and Mr. Curran have found the Special Act that applies to the Saugus Housing Authority. It was adopted by the May 1968 Town Meeting, and the Special Act specifies that the elected members of the Housing Authority will have four year terms. Transitional language will continue that, as requested.

- **Annual Report FY 2008**

The Chairman reported that he has distributed the Annual Report for FY 2008 to Wendy Reed. He stated that the report covers the time from which Members were elected through June 30, 2008, when the Commission was going to hire their consultant.

- **Assisting selectmen with vendor research**

Mr. Manoogian reported that he has been able to spend some time with Mr. Rossetti regarding the matter of the Final Report, both putting it together and finding a vendor to distribute it to all registered voter households.

- **Discussions with school department**

The Chairman noted that he had spoken with the Superintendent's secretary regarding the possibility of elections the first Tuesday after the third Monday in April, to coincide with April vacation, so that the schools could be used as polling locations.

Mr. Manoogian noted a change on the list of Issues to Revisit, to read "Move the polling date to the first Tuesday following the third Monday in April."

The Chairman reported that he has met with School Committee Members and listened to their concerns during their budget meeting. He also stated that School Committee Members have continued the discussion that was started at the group forum, and is looking forward to their feedback prior to the March 12 Public Hearing.

- **Offer to meet with town manager**

Mr. Manoogian stated that he has given a copy of the Preliminary Report to the Town Manager, and has offered to go over it with him.

- **Update - SHS students**

The Chairman noted that he heard from one of the Student Interns that day, and that the students have completed some of the surveys and do have some input available.

## **TREASURER'S REPORT**

Mr. Decareau made a motion to pay the Clerk, Kathleen Davis, \$270 for services for part of January / February.

The Chairman seconded the motion.

The motion passed **8-0**

## **COMMITTEE REPORT**

- **Timeline Committee**

Mr. Stewart reported that the Commission is right on schedule with their timeline.

## **CORRESPONDENCE**

None at this time.

## **UNFINISHED BUSINESS**

- **Review comments from focus groups**

Members began their review of the Finance portion of the focus group comments. Kenneth DePatto, 137 Main Street, Vice-Chairman of the Finance Committee, was present at the Meeting, and participated in the discussion.

Items to be added to list of "Issues to Revisit:"

- Section 1-8(b), definition of "emergency," add language that a copy of the written statement would be filed at the Town Clerk's Office within 7 days.

- Section 6-3(a), second line – change “consent” to “consist” to read: “which shall consist of nine members.” In the last line, include language that the ordinance shall specify a term not to exceed three years.
- Section 6-4(a), last line – add word “present” to read: “until all persons present who desire to be heard...”

A recess was called at 9:12 pm.  
Meeting resumed at 9:37 pm.

Members concluded their discussion of the Finance questions with Mr. DePatto.

Members proceeded to their discussion of forum questions on the “Town Manager” section.

Members will finish the final section, Elections, of the observations / questions from the forum group at the next meeting.

**NEW BUSINESS**

- **Set next meeting date(s)**  
Members agreed to schedule their next meeting for Thursday, February 26, 2009, at 7:30pm in the Town Hall Auditorium.

**MEMBERS ANNOUNCEMENTS / MOTIONS**

None at this time.

**PUBLIC COMMENT**

None at this time.

**ADJOURNMENT**

Ms. Cicolini moved to adjourn at 10:20 P.M.  
The Chairman seconded the motion.  
The motion passed **8-0**

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

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

## **Issues to Revisit**

- 1. Filling a vacancy on the School Committee and the Select Board, and the possibility of a “runner-up” provision**
- 2. Add language to 2-2(b) stating assembly president to step down when speaking on issue**
- 3. In 2-4, omit “compensation” (also for School Committee and Select Board)**
- 4. Move the polling date to the first Tuesday following the third Monday in April.**
- 5. Page 15, section (b), first line – delete “and clerk” and in the last line, delete “and another one of its members to serve as clerk of the select board”**
- 6. (Bottom of page 17), need to add “from a list of three names submitted by the conservation commission”**
- 7. Section 1-8(b), definition of “emergency” - add language that a copy of the written statement would be filed at the Town Clerk’s Office within 7 days.**
- 8. Section 6-3(a), second line – change “consent” to “consist” to read: “which shall consist of nine members.” In the last line, include language that the ordinance shall specify a term not to exceed three years.**
- 9. Section 6-4(a), last line – add word “present” to read: “until all persons present who desire to be heard...”**