

SAUGUS CHARTER COMMISSION
APPROVED MEETING MINUTES
OF
FEBRUARY 26, 2009

The fifty-fifth meeting of the Saugus Charter Commission was held on Thursday, February 26, 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

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.

READING OF MINUTES OF LAST MEETING (February 19, 2009)

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

ACCEPTANCE OF PREVIOUS MINUTES (February 12, 2009)

Ms. Panetta made a motion to accept the minutes of February 12, 2009.

The Chairman seconded the motion.

The motion passed **9-0**

PUBLIC COMMENT

None at this time

CHAIRMAN'S REPORT

- **Error in Today's Advertiser (2-26-09)**
The Chairman noted that the Chart pertaining to Article 7, Citizen's Petitions, Initiatives, etc., was published in the Saugus Advertiser this date. He also noted that there was an error in a story pertaining to the Finance Committee that will be corrected next week.

- **Now to March 12th**
The Commission will not be meeting again before the Public Hearing. The Chairman advised Members to remind the public that this is a preliminary report, and the reason for the Public Hearing is to get public input. There are still plenty of copies at the Town Clerk's Office. The Public Hearing can be extended to a second night if necessary, and does not have to be adjourned on March 12th.

TREASURER'S REPORT

Mr. Decareau made a motion to accept the balance of \$3,749.39.

The Chairman seconded the motion.

The motion passed **9-0**

COMMITTEE REPORT

None at this time.

CORRESPONDENCE

- **E-Mail from Selectman Castinetti**

Mr. Castinetti sent an e-mail to the Commission expressing his disappointment in an article printed in the Lynn Item. He feels it mislead the readers to believe that he was in opposition to the charter change. He extended his apologies to the Commission and restated that he is still looking at this with an open mind.

Ms. Cote made a motion to refer the letter from Mr. Castinetti to the file in the Town Clerk's Office.

The Chairman seconded the motion.

The motion passed **9-0**

The Chairman asked the Clerk to add the letter to the file in the Town Clerk's Office under "Correspondence"

UNFINISHED BUSINESS

- **Finish "elections" section from focus group**

Items to be added to the List of "Issues to Revisit" are as follows:

Pages 27-28, Sections 7-5(c) and 7-6, change "within 5 days" to "within 10 days"

Page 28, Section 7-5(d), clarify language beginning with "If the assembly fails to act..."

The Chairman noted an error in the e-mail address on the Preliminary Report. It should read: chartercomm@saugus-ma.gov.

NEW BUSINESS

- **Approve format for focus group response sheet.**

The Chairman read the responses that he has prepared thus far, noting that in response to observations he had used "CC comment" and in response to questions he had used "CC Answer." He began with the School Committee.

Mr. Manoogian continued with the Town Assembly. Members agreed to modify the response to the comment that the "size of the assembly is too small" (deleting from "These facts, along with..." through "...the ten current precincts."), and the comment pertaining to Section 2-9 (changing "for one week" to "for one meeting").

Members finished reviewing Town Assembly.

A recess was called at 8:54 pm.

Meeting resumed at 9:03 pm.

Members resumed review of the comments and answers, beginning with the Select Board. Members completed that section, and Town Manager.

Members made an amendment pertaining to Section 6-13 to change "executive branch" to "town manager."

The Chairman told Members that he will finish the Comments and Answers, and then e-mail final copy to them before putting it up on the website.

- **Establish public hearing format.**

There are nine Sections to the Proposal, and nine Members on the Commission. Each Member will be assigned a Section (by drawing numbers) to give a two minute, or less, overview presentation. That person will then be the primary spokesperson for that Section, answering questions from the audience. Mr. Curran and other Members will also be available to respond.

Copies of the charts that have been printed in the Saugus Advertiser will also be available.

There will only be one sign-up sheet. The Clerk will have guests sign in with their name and address. Guests will speak in order of sign-up sheet, and will have five minutes, with extended time by consent of the Chairman. Questions will not count against their time.

Ground rules for the format are posted on the website, and written copies will also be available that evening.

The School Committee is having a Public Hearing on their Budget that same evening, and may be sending something in writing to be read at the Commission Hearing. Also, the Charter Commission Hearing does not have to be adjourned on March 12, and can be continued to the following week, so that all of those wishing to be heard will have the opportunity.

- **Divide up nine sections for overview presentation.**

Numbers were drawn as follows:

Article 1	Ms. Fowler	Article 4	Mr. Stewart	Article 7	Mr. Manoogian
Article 2	Mr. Decareau	Article 5	Ms. Cote	Article 8	Mr. Diotte
Article 3	Ms. de Steuben	Article 6	Ms. Panetta	Article 9	Ms. Cicolini

MEMBERS ANNOUNCEMENTS / MOTIONS

None at this time.

PUBLIC COMMENT

None at this time.

ADJOURNMENT

Ms. Cote moved to adjourn at 9:53 P.M.

The Chairman seconded the motion.

The motion passed **9-0**

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...”**
- 10. Pages 27-28, Sections 7-5(c) and 7-6, change “within 5 days” to “within 10 days”**
- 11. Page 28, Section 7-5(d), clarify language beginning with “If the assembly fails to act...”**