

SAUGUS CHARTER COMMISSION
DRAFT MEETING MINUTES
OF
April 9, 2009

The sixtieth meeting of the Saugus Charter Commission was held on Thursday, April 9, 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 8: REDESIGN

ROLL CALL OF MEMBERS

Eight 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., and Debra Panetta.

The Chairman noted that there were more than enough for a quorum, and that Mr. Stewart would be late.

Thomas Stewart arrived at 9:30 P.M.

PUBLIC FORUM

None at this time.

READING OF MINUTES OF LAST MEETING (April 2, 2009)

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

ACCEPTANCE OF PREVIOUS MINUTES (March 26, 2009)

Ms. Panetta made a motion to accept the minutes of March 26, 2009.

The Chairman seconded the motion.

The motion passed **8-0**

CHAIRMAN'S REPORT

- **Cost of Final Report**

The Chairman reported that he had another quote, as of yesterday, for the publication of the final report. This quote was provided by a firm recommended by the Town Clerk's Office, who help with distribution of the census. The quote from them was \$5,000. The other quote that Mr. Manoogian was able to obtain from another firm was \$6,000. The Chairman noted that this was a significant difference from the \$25,000 that the Selectmen are putting in the budget.

The Chairman referred to a transmittal letter in Member's packets, to go to the Board of Selectmen on May 5th, 2009. He also noted that their deadline is May 15th, but since the Board of Selectmen are meeting on May 5th, he has sent a letter to their Clerk, Wendy Reed, to be placed on the May 5th agenda.

The letter states that the Commission wishes to appear before them to present and submit their final report, as well as discuss the next steps in the process of bringing the proposal to the voters this November.

Mr. Manoogian stated that Commission should ask the Selectmen to commit to a task force with up to two Members of the Charter Commission, two Members of the Board of Selectmen, and perhaps the Town Clerk, to make sure that the final report is published in a manner that is consistent with how the Commission has written it, and that it will be distributed in sufficient time for the voters to consider it (at least three weeks before the November election).

TREASURER'S REPORT

Mr. Decareau made a motion to approve the payment of \$1900 to the Consultant for the month of April.

The Chairman seconded the motion.

The motion passed **8-0**

COMMITTEE REPORT

None at this time.

UNFINISHED BUSINESS

None at this time.

NEW BUSINESS

- **Revisions of final draft using “master” on laptop.**
The Chairman explained that the master copy of the charter is now in his laptop. Any revisions that Mr. Curran makes will be inserted into that master, and any changes that Members make can be directly in the laptop.
- **Final Report input sheet.**
The Chairman referred to a copy of the Final Report input sheet distributed to Members. He asked Members to complete it and email it back to him. The input sheet will provide Members with the opportunity to put down their comments, and what they would like to see in the final report.
- **Final Report Sub-Committee.**
The Chairman noted that before the evening is over, he would like to form a sub-committee to draft the final report, that will take into consideration the thoughts that each Member may want to see included.
- **Next Meeting**
The Chairman stated that the Commission will have to schedule a meeting before the end of the month, and feels that the 30th would be cutting it close. Members will establish a date at the end of the Meeting.

Members began making revisions / corrections to the final draft, with the Chairman inserting them into the master on his laptop. Grammar and punctuation were dealt with, as well as issues of substance. Changes made to master:

- Sections 2-3(a), 3-3, and 3-9: make language consistent for all three sections.
- Sections 2-6(c) 2, and 2-6(c) 3: correct language for clarification.
- Section 2-9(a): correct grammar.
- Section 2-9(b) Publication: Ms. de Steuben provided new language.
- Sections 2-10 (a), (b), and (c): make consistent with the Select Board.

Delete Section 3-1(f), page 8. Mr. Curran will write transitional language for the Select Board to set water/sewer rates, set policy, and include language pertaining to abatement policy.

Members completed their review of Articles 1 through 3.

A recess was called at 9:20 P.M.

Meeting resumed at 9:28 P.M.

Mr. Curran provided a copy of all Special Acts back to the 1800's, stating that some will be retained in part, but most of them will be disposed of. State Acts will not be touched.

The Chairman asked the Clerk should make four copies: one for Town Counsel to review, one for Mr. Curran, one for the Town Clerk's Office, and one for Commission Members to review. He also asked the Clerk to make copies of the list for each Member.

Mr. Curran will prepare the disposition list and send to Town Counsel to review. Eventually, this will all go into Article 9.

Members resumed reviewing the Final Draft with Articles 4 and 5.

Section 5-5: Board of License Commissioners - Mr. Diotte made a request to revisit this issue. Because it had already been voted on at the last meeting, Members had to vote to suspend the Commission's Rules and Regulations for reconsideration.

Mr. Diotte made a motion to suspend the Rules relative to reconsideration.

The Chairman seconded the motion.

The motion passed **9-0**

Mr. Diotte posted reconsideration on the vote on the Licensing Board.

The Chairman seconded the motion.

The motion passed **9-0**

Discussion followed pertaining to the make-up of this board, the number of Select Board members, and the addition of citizen(s).

Mr. Decareau made a motion to include one Select Board member, chosen by the Select Board Chair, two citizens, and the Police and Fire Chiefs.

The Chairman seconded the motion.
Discussion on the motion followed.

Mr. Decareau amended his motion to include no more than two Select Board members, at least one resident, and the Police and Fire Chiefs.

Roll call vote:

Cam Cicolini	Yes	Karla de Steuben	Yes	Peter Manoogian	Yes
Karen Cote	Yes	Albert Diotte	Yes	Debra Panetta	Yes
Eugene Decareau	Yes	Joan Fowler	Yes	Thomas Stewart	Yes

The motion passed **9-0**

Mr. Curran provided transitional language pertaining to the Licensing Board.

• **Next Meeting**

The Chairman asked the Clerk to post Meetings for April 16 and April 23, 2009.
The goal is to complete revisions on April 16th, and take the final vote on April 23rd.

• **Final Report Sub-Committee.**

Mr. Stewart made a motion to form a Sub-Committee, called “The Final Report Sub-Committee,” consisting of Mr. Manoogian, Ms. Panetta, Ms. de Steuben, and Mr. Stewart.

The Chairman seconded the motion.

The motion passed **9-0**

The Sub-Committee will meet at 8:30 A.M., Saturday, April 18, 2009, at Laurel Gardens.
Members will have their input sheets completed by the April 16th meeting.

PUBLIC FORUM

None at this time.

ADJOURNMENT

Mr. Decareau made a motion to adjourn at 10:28 PM.

The Chairman seconded the motion.

The motion passed **9-0**

APPROVED ON _____

SUBMITTED BY _____