**TOWN OF WESTMINSTER**

**Town Government Study Committee (TGSC)**

**Meeting Minutes for November 17, 2016**

Members Present: Adam Collette, John Fairbanks, Roy Hughes, Lisa Rocheleau, Jon Wyman, Dan Gilbreath, Dan Bartkus

Members Absent: Connor Robichaud, Wayne Walker

At 7:00pm, the meeting began with a motion made by Dan Gilbreath to approve the last meeting’s minutes and Lisa Rocheleau seconded the motion. The motion passed unanimously and the minutes were approved.

The Committee reviewed a draft presentation created by John Fairbanks for the status report that the Committee will be presenting at the November 29 Fall Town Meeting. Each slide was reviewed and the group agreed on a final draft to be presented during the Town Meeting.

The Committee reviewed the status of interviews with Westminster town staff. Those completed since the last Committee meeting were with the Fire Chief and Town Planner. The group then discussed the status of scheduling further staff interviews for departments that have not yet been completed.

The group continued our ongoing discussion regarding the merits of utilizing third party resources to provide assistance in conducting the Committee’s work to develop a proposed town charter.

The next meetings are set for December 8 at 7pm and January 12 at 7pm.

Dan Gilbreath made a motion to adjourn at 7:50pm; Adam Collette seconded the motion and it was unanimously approved.

Submitted by:



Daniel K. Gilbreath

Clerk, Town Government Study Committee

