

TOWN OF WESTMINSTER

Town Government Study Committee (TGSC)

Meeting Minutes for March 15, 2018

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

Members Absent: None

Others Present: Bernard Lynch, Peter Hechenbleikner, John Bowen

The meeting was called to order at 7:00 PM by the chairman.

A motion was made by Wayne Walker to approve the minutes from the January meeting, and Dan Bartkus seconded the motion. The motion passed unanimously, and the minutes were approved.

The Committee met with Bernard Lynch and Peter Hechenbleikner of Community Paradigm Associates (CPA). The focus on the discussion was the potential duties and authorities of a town Chief Operating Officer (COO) position, which is a potential recommend being reviewed by the TGSC. Relative to these duties and authorities of a town COO, the TGSC discussed how changes would impact the current town operations, and boards and committees. A full consensus on the definitions of these duties and authorities was tentatively reached and this topic will be continued in future meetings.

Additional discussion continued a conversation from previous meetings on the topic of appointed versus elected positions within the town's government structure, and the pros and cons of each option relative to the various key positions of the town government.

The next two meetings are currently scheduled as follows, each with a 7:00 PM start time: April 19th and May 23rd.

Dan Gilbreath made a motion to adjourn at 10:06 PM. Jon Wyman seconded the motion, and it was unanimously approved.

Submitted by:

Daniel K. Gilbreath
Clerk, Town Government Study Committee