

TOWN OF WESTMINSTER

Town Government Study Committee (TGSC)

Meeting Minutes for March 28, 2016

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

Members Absent: None

Others Present: None

First, committee members stated who they were and their interest in being part of this committee. It was also noted that this task would probably take two to three years to complete, and each member needed to be aware of this aspect of our tasking and how it might affect each of them personally.

The TGSC next discussed who will serve as the committee chair. A motion was made to approve John Fairbanks as the Chair by Dan Bartkus and seconded by Jon Wyman. The motion was passed unanimously. John Fairbanks then made a motion to approve Adam Collette as the Vice Chair and Connor Robichaud as the Clerk. The motion was seconded by Jon Wyman and passed unanimously.

The group discussed the committee charter as presented and approved by the Board of Selectmen (BoS). See Attachment 1.

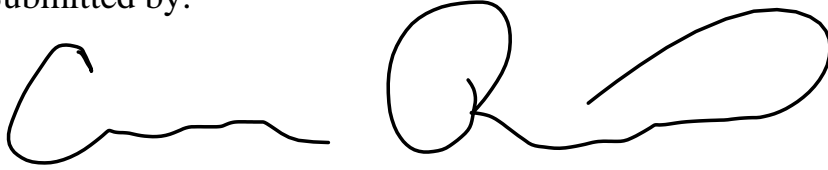
Various other topics were discussed such as a Town organization chart, various handouts, the 2009 Financial Management Review by the State's Department of Revenue, the Town's Employee Handbook, the State's Open Meeting Law, and the quorum rules.

Each member was tasked to create topics for investigation and consideration by the committee at future meetings.

The TGSC's next meeting will be scheduled in April when Jamie Pitney, Chairman of the Hubbardston Charter Commission is available to attend and discuss their process.

Motion was made by Dan Bartkus and seconded by Dan Gilbreath to adjourn the meeting. The motion was passed unanimously. The meeting adjourned at 8:30 PM.

Submitted by:

A handwritten signature in black ink, consisting of a stylized 'C' followed by a series of connected loops and a final upward stroke.

CONNOR ROBICHAUD
Clerk, Town Government Study Committee