

CHARTER REVIEW COMMISSION
Meeting Minutes

For the Meeting Held On : February 25, 2016

Meeting Time : 6:30 p.m.

Location : Council on Aging – Media Room

Address : 328 North Main Street, East Longmeadow, MA

Meeting Posted On... **Day:** Friday **Date:** 02 / 19 / 2016
(48 hrs required)

Is Meeting Being Recorded by Digital Recorder: Yes _____ No X

The Minutes of this Meeting are being taken by: Marge Larocca

The Minutes of this Meeting are being recorded by: ELCAT

Committee Members: (check if attended)

| | | | | | | | |
|--------------|---|----------------|---|-----------------|---|-----------------|---|
| Dawn Starks | ✓ | Russell Denver | ✓ | William Fonseca | ✓ | George Kingston | ✓ |
| Larry Levine | ✓ | Eric Madison | ✓ | Raymond Miller | ✓ | Tom O'Connor | |
| Ralph Page | ✓ | | | | | | |

Attendees:

Did the Chair release any prior Executive Session Minutes? Yes No

Dates of Executive Session Released :

TOPIC / MATTER #1

Discussion of Educational Programs, materials & dates

Summary of Matter Discussed :

- The Chairman opened the meeting with a roll call and commended R. Page for putting together information for the Charter Commission educational mailing. R. Page stated that he had received suggestions for edits in the document, and has incorporated all the information into the mailing. Discussion followed about edits to the information.
- R. Page gave a description of three quotes he received for printing and mailing the educational material.
- A motion was made to have Co-op Printing to print the educational flyer. The motion was seconded and all were in favor.
A motion was made to authorize the Chairman not to exceed \$2,000 to fund printing of the flyer. The motion was seconded and all were in favor.
- Suggestions followed for additional information to include in the educational flyer, and structure & edits of the information.
- A discussion began about dates for public forums that have been scheduled for March 31, 2016 and April 4, 2016 at the Council on Aging for 7:00PM and about the information that will be presented at the forums.

Documents or Exhibits for this Matter:

- East Longmeadow Charter Commission Educational flyer.

Votes Taken Under this Matter :

- A motion was made to have Co-op Printing to print the educational flyer. The motion was seconded and all were in favor.
- A motion was made to authorize the Chairman not to exceed \$2,000 to fund printing of the flyer. The motion was seconded and all were in favor.

TOPIC / MATTER #2

Update on Town distribution of Charter

Summary of Matter Discussed :

- The Chairman stated that the Town Clerk will be handling the distribution of the Charter.

Documents or Exhibits for this Matter:

- None

Votes Taken Under this Matter :

- None

TOPIC / MATTER #3

Meeting Minutes – February 18, 2016

Summary of Matter Discussed :

- The Meeting Minutes of February 18, 2016 were reviewed. A motion was made to accept the February 18, 2016 Charter Commission Meeting Minutes. The motion was seconded and all were in favor.

Documents or Exhibits for this Matter:

- February 18, 2016 Charter Commission Meeting Minutes

Votes Taken Under this Matter :

- A motion was made to accept the February 18, 2016 Charter Commission Meeting Minutes. The motion was seconded and all were in favor.

Meeting Adjourned: 6:53 PM

Next Meeting: March 8, 2016 – 6:30 PM – 328 North Main St. – Media Room