CHARTER REVIEW COMMISSION

Meeting Minutes

For the Meeting Time	_	-	ch 17, 2016) p.m.	6						
J			•							
Location :	Counci	I on Aging -	- Media Rod	om						
Address :	328 No	orth Main St	eet, East L	ongn	neadow, MA	١				
Meeting Poste (48 hrs require		Day:	Friday		Date:	03	/	11	/ 2016	
Is Meeting Be The Minutes o The Minutes o	of this N of this N	Meeting are Meeting are	being take being reco	n by	r: Mar	X ge La CAT		No a		
Committee M	amharc		attoriucu						Coorgo Vingatan	
Committee M		,		./	\\/:II: a.ma					. /
Dawn Starks	✓	Russell Dei		√	William Fon			V	George Kingston	√
		,		√	William Fon Raymond M			✓	Tom O'Connor	✓ ✓

Attendees:

Did the Chair release any prior Executive Session Minutes? **Dates of Executive Session Released:**

Yes	N	о х
-----	---	-----

TOPIC / MATTER #1

Educational Forums: ELCAT, Advertising, Etc.

Summary of Matter Discussed:

- The Chairman opened the meeting and gave a description of the items that will be discussed during the meeting. R. Miller gave a description of a list of questions he received and will use them to determine points to stress to viewers and about misconceptions that need to be addressed.
- The Chairman distributed a copy of the ballot question language. A discussion began about advertising of the ballot question language, about the substance of the advertisement and when and how often to place the advertisement.
- A motion was made to place a half-page advertisement for three consecutive weeks and to authorize the Chairman to approve the final version of the advertisement in The Reminder based on this conversation. The motion was seconded, and all were in favor.

Documents or Exhibits for this Matter:

Charter Ballot language

Votes Taken Under this Matter:

A motion was made to place a half-page advertisement for three consecutive weeks and to authorize the Chairman to approve the final version of the advertisement in The Reminder based on this conversation. The motion was seconded, and all were in favor.

TOPIC / MATTER #1

Status of Final Distribution

Summary of Matter Discussed:

- The Chairman explained that she received a sample copy of the final version of the charter from the Town Clerk and gave a description of the layout. Discussion followed about the printing and mailing of the complete version of the home rule charter and educational mailers. It was noted that the charter is on the Town's website.
- Discussion followed about having two public forums to speak about the functions of and to answer questions about the charter. It was noted that it will not be a public hearing.
- L. Levine stated that for people that can't attend the public forums, they can send questions to members of the Charter Commission, or call them.
- G. Kingston stated that if there are any groups that would like the Charter Commission to speak to them, then they could contact members of the Charter Commission.
- The Chairman stated that two groups have contact the Charter Commission to speak about the charter, and that members will be at the Council on Aging on April 6th at 11:00 AM.

Documents or Exhibits for this Matter:

None

Votes Taken Under this Matter:

None

TOPIC / MATTER #1

Meeting Minutes - March 10, 2016

Summary of Matter Discussed:

- The March 10, 2016 Meeting Minutes were reviewed. It was noted that E. Madison attended the meeting. A motion was made to accept the March 10, 2016 Meeting Minutes as amended. The motion was seconded and all were in favor.
- Discussion followed about the information pertaining to the initiative petition process, additional costs and potential savings associated with the charter to present at the public forums, and who will present the different portions of information.

Documents or Exhibits for this Matter:

March 10, 2016 Charter Commission Meeting Minutes

Votes Taken Under this Matter:

 A motion was made to accept the March 10, 2016 Meeting Minutes as amended. The motion was seconded and all were in favor.

Meeting Adjourned: 7:21 PM

Next Meeting: March 31, 2016 – 6:30 PM – 328 North Main St. – Media Room