

# ELIOT TOWN CHARTER COMMISSION

## MINUTES – FEBRUARY 26, 2014

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PRESENT: Charles Rankie, Jr., Gary Sinden, Rosanne Adams, Roland Fernald, Robert Fisher, Dennis Lentz, John Murphy, Maryann Place, Edward Strong (via SKYPE from Florida).

Also attending: Dana Lee (Town Manager), Janet Saurman, Paul and Mark Spiece (?)

Meeting was called to order at 7 PM.

The Chair passed out a sign up listing from Barbara Thain for Commission member's contact information. It was AGREED to end the work of editing the Charter at 9:30pm, giving time to wrap up the meeting.

### BUSINESS

1. MINUTES of February 12, 2014: MOTION made by Robert Fisher, 2<sup>nd</sup> John Murphy to accept, as presented. VOTE 8-0. Chair concurs.
2. Chair Rankie introduced Dana Lee who thanked the Commission for the opportunity to speak. He presented his memo of Feb. 10, 2014 – *Understanding the Town Manager Form of Government* (attached) and said that if there is need for an answer or resource that the Commission should come to him and he will try to get those answers as quickly and thoroughly as possible. He said he would be pleased to offer his thoughts and input on the process or any parts of the charter that the commission would like. Robert Fisher asked if in his experience with charters he had seen a grievance procedure clause in them. Dana replied that he had not. It probably is because of the difficulty in changing the charter although you might put into the charter a clause stating that the Selectmen must have such a procedure in their policies and that it should be reviewed every XX number of years. Dana was then introduced to the members of the Commission and the public in attendance.
3. CHARTER COMMISSION DISPLAY – Janet Saurman presented her ideas for a bulletin board display for the town hall lobby. She suggested putting on it a picture of the Commission, contact information, notices of meetings/agendas, placing copies of the minutes in a slotted envelope, notice about the town website and E-ALERT. She has bought the board and volunteered to keep it updated. She also suggested shifting it to other places periodically including the library and Kennebunk Savings Bank.

MOTION by Robert Fisher, 2<sup>nd</sup> Maryann Place to have Janet Saurman and Rosanne Adams work to put together the display and delegate to Rosanne Adams the authority to oversee the postings and placement. VOTE: 8-0. Chair concurs.

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4. REVIEW ADDING RULES FOR THE COMMISSION

a) MOTION by Edward Strong, 2<sup>nd</sup> Rosanne Adams that all members of the Commission will vote up or down, including the Chair. VOTE: 9-0.

b) AGREED that anyone who abstains from voting will state the reason.

5. REVIEW CHANGES MADE TO DATE ON CHARTER TEMPLATE/CONTINUE EDITING

Jack Murphy presented written copy of the suggestions re: Town Meetings that he spoke about at the previous meeting. Denny Lentz will see that Edward Strong receives an electronic copy. Denny will insert these paragraphs in the document in preparation for discussion at the next meeting. Corrections and additions were made to Article 1 and Article 2. Denny will prepare and send out. The editing stopped at Article 2, Section 7.

MOTION made by Gary Sinden, 2<sup>nd</sup> Edward Strong to replace the word "Selectmen (man) with "municipal officer (s). VOTE: 8-1.

6. NEXT MEETINGS will be March 7<sup>th</sup> at 6pm and March 19<sup>th</sup> at 7pm. The Chair will request from the Town Manager that we have the large meeting room for our regular meetings on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays of the month.

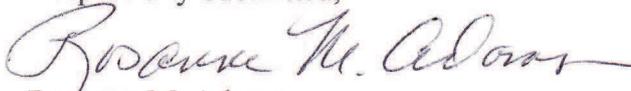
7. Commission Roundtable: No discussion

8. MOTION by Robert Fisher, 2<sup>nd</sup> Jack Murphy to adjourn. VOTE: 9-0.

Meeting adjourned at 9:40 PM

Next meetings: Friday, March 7, 6:00pm and Wed. March 19, 7pm

Respectfully Submitted,



Rosanne M. Adams  
Secretary

Date Approved: 3-7-14

CC: Committee Members  
Eliot Town Clerk