

## Groton Town Charter Review Committee Schedule (rev 1 May, 2016)

**Note: Schedule is subject to change**

Shaded items are dates set by BOS and are NOT Charter Review Meetings

**In its meeting on Jan 6, 2016 the Charter Review Committee agreed that it would not be presenting a warrant article for Charter changes at the spring 2016 Town Meeting. Tentatively, the Charter Review Committee plans to present one or more warrant articles for Charter changes at the spring 2017 Town Meeting.**

<i>Date</i>	<i>Type</i>	<i>Topic(s)</i>	<i>Notes</i>
10/7	Committee	<p><b><i>Present and Discuss following Submissions</i></b></p> <p><b><i>Information Technology</i></b>                      #79 Barry Pease</p> <p><b><i>Professional Development</i></b>                      #34 Barry Pease                      #72 William Knuff</p> <p><b><i>Public Relations</i></b>                      #77 Barry Pease                      #163 Bob and Becky Pine</p> <p><b><i>Records Custodian</i></b>                      #150 Jack Petropoulos</p> <p><b><i>Reporting Structure</i></b>                      #147 Jack Petropoulos                      #148 Jack Petropoulos</p>	
10/14	Committee	<p><b><i>Present and Discuss the following Submissions</i></b></p> <p><b><i>Finance and Budget</i></b>                      #30 Russ Harris                      #32 Deborah Johnson                      #38 Mark Haddad                      #57 Mike Manugian                      #62 Finance Committee                      #63 Finance Committee                      #66 Finance Committee                      #67 Finance Committee                      #78 Ginger Vollmar                      #104 John Giger                      #117 Connie Sartini                      #121 Connie Sartini                      #126 Connie Sartini                      #132 Jane Allen                      #156 Michael Bouchard</p>	<p>Discussions will focus on the budget process.</p> <p>Note: Process for selecting members of the Finance Committee will not be presented or discussed until a later meeting</p>

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<i>Date</i>	<i>Type</i>	<i>Topic(s)</i>	<i>Notes</i>
10/21	Committee	<p><b><i>Present and Discuss the following Submissions</i></b></p> <p><b><i>School Budgeting</i></b></p> <p>#32 Deborah Johnson                      #78 Ginger Vollmar                      #128 APEX</p> <p><b><i>Capital Expenditures</i></b></p> <p>#32 Deborah Johnson                      #78 Ginger Vollmar                      #106 John Giger                      #166 Russ Harris</p> <p><b><i>Audits and Financial Reporting</i></b></p> <p>#55 Mike Manugian                      #56 Mike Manugian                      #58 Mike Manugian                      #105 John Giger                      #107 John Giger                      #146 Jack Petropoulos                      #157 Michael Bouchard</p> <p><b><i>Compensation</i></b></p> <p>#75 Anonymous                      #123 Connie Sartini</p>	<p>Discussions will focus on budgeting and financial reporting.</p> <p>Note: Process for selecting members of the Finance Committee will not be presented or discussed until a later meeting</p>

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10/28	Committee	<p><b><i>Present and Discuss the following Submissions</i></b></p> <p><b><i>Handling Expenditures</i></b> #73 Anonymous</p> <p><b><i>Managing Financial Contracts</i></b> #43 Mike Manugian</p> <p><b><i>Managing Union Contracts</i></b> #38 Mark Haddad #66 Finance Committee #74 Anonymous</p> <p><b><i>Selecting Members of the Finance Committee</i></b> #18 Mary Jennings #32 Deborah Johnson #35 Barry Pease #49 Mike Manugian #65 Finance Committee #66 Finance Committee #131 Jane Allen #155 Michael Bouchard</p> <p><b><i>Finance Department</i></b> #124 Connie Sartini</p> <p><b><i>General Financial</i></b> #37 Michael Hartnett</p>	Discussions will focus on operational aspects of financial management.
11/4	Committee	Discuss Finance and Budget Submissions presented to date Review research and language results from previous discussions	
11/11		Veterans Day Holiday – no meeting	
11/18	Committee	Discuss Finance and Budget Submissions presented to date Review research and language results from previous discussions	
12/2	Committee	Discuss Finance and Budget Submissions presented to date Review research and language results from previous discussions	

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12/9	Committee	<p><b><i>Present and Discuss the following Submissions</i></b></p> <p><b><i>Groton-Dunstable Regional Schools</i></b></p> <p>#127 APEX                      #128 APEX                      #129 APEX</p> <p><b><i>HR and Personnel Board</i></b></p> <p>#41 Michael Manugian                      #42 Michael Manugian                      #80 Vanessa Abraham                      #116 Connie Sartini                      #119 Connie Sartini                      #121 Connie Sartini                      #124 Connie Sartini                      #133 Jane Allen                      #140 Stuart Schulman                      #141 Becky Pine                      #142 Becky Pine                      #145 Jack Petropoulos                      #151 Jack Petropoulos                      #162 Michael Manugian</p> <p>Review research and language results from previous discussions</p>	

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12/16	Committee	<p><b><i>Present and Discuss the following Submissions</i></b></p> <p><b><i>Town Manager Powers and Duties</i></b></p> <p>#17 John Ellenberger                      #36 Cable Advisory Committee                      #21 Groton Water Commission                      #27 Russ Harris                      #31 Russ Harris                      #32 Deborah Johnson                      #76 Anonymous                      #78 Ginger Vollmar                      #113 Connie Sartini                      #121 Connie Sartini                      #149 Jack Petropoulos                      #151 Jack Petropoulos                      #159 Michael Bouchard                      #164 Bob and Becky Pine                      #94 John Giger                      #96 John Giger                      #97 John Giger                      #98 John Giger                      #99 John Giger                      #100 John Giger                      #138 Jane Allen</p> <p>Review research and language results from previous discussions</p>	
12/30	Committee	<p>Discuss Submissions presented to date</p> <p>Review research and language results from previous discussions</p>	
1/4		Spring Town Meeting Warrant Opens	We can request a place holder Confirmed date not yet available

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1/6	Committee	<p><b><i>Present and Discuss the following Submissions</i></b></p> <p><b><i>Town Manager appointment, qualification and review procedure</i></b></p> <p>#28 Russ Harris                      #34 Barry Pease                      #59 Michael Manugian                      #68 Russ Harris                      #95 John Giger                      #120 Connie Sartini                      #165 Bob and Becky Pine</p> <p><b><i>Town Manager removal and suspension</i></b></p> <p>#60 Michael Manugian                      #122 Connie Sartini                      #139 Jane Allen</p> <p><b><i>Vacancy in the office of Town Manager</i></b></p> <p>#101 John Giger</p> <p><b><i>Town Manager Screening Committee</i></b></p> <p>#53 Michael Manugian                      #54 Michael Manugian</p> <p><b><i>Town Manager - general</i></b></p> <p>#26 Janet Shea                      #137 Jane Allen                      #142 Becky Pine</p> <p>Review research and language results from previous discussions</p>	
1/20	Committee	<p>Review previous research results</p> <p>Review proposed charter wording changes</p> <p>Continue discussion of HR and Personnel Board submissions</p> <p>Continue discussion of Town Manager submissions</p>	
1/27	Committee	<p>Review previous research results</p> <p>Review proposed charter wording changes</p> <p>Continue discussion of Town Manager submissions</p>	
2/3	Committee	<p>Review previous research results</p> <p>Review proposed charter wording changes</p> <p>Continue discussion of Town Manager submissions</p>	
2/17	Committee	<p>Review previous research results</p> <p>Review proposed charter wording changes</p> <p>Continue discussion of Town Manager submissions</p>	

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2/24	Committee	<p><b>Present and Discuss the following Submissions</b></p> <p><b>Board of Selectmen</b></p> <p>#35 Barry Pease                      #91 John Giger                      #113 Connie Sartini                      #118 Connie Sartini                      #152 Russ Harris                      #157 Michael Bouchard                      #158 Michael Bouchard                      #169 Robert Collins</p>	
2/25		Spring Town Meeting Warrant Closes	
3/2	Committee	<p><b>Continue Discussion of Previous Submissions</b></p> <p><b>Starting at 8 pm Present and Discuss the following Submissions</b></p> <p><b>Board of Selectmen: Number of Members and Limitations of Service</b></p> <p>#33 Peter Cunningham                      #35 Barry Pease                      #112 Barry Pease                      #61 James Gmeiner                      #69 Anonymous                      #70 Anonymous                      #78 Ginger Vollmar                      #154 Michael Bouchard                      #167 Berta Erickson</p>	
3/9	Committee	<p><b>Present and Discuss the following Submissions</b></p> <p><b>Committees and Boards</b></p> <p>#25 Park Commission                      #24 Jeffrey Wallens                      #46 Michael Manugian                      #92 John Giger                      #164 Bob and Becky Pine                      #136 Jane Allen                      #39 Planning Board                      #109 John Giger                      #45 Michael Manugian</p> <p><b>Continue Discussion of Previous Submissions</b></p>	
3/16		<b>NO Charter Review meeting this week</b>	

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3/21		Final draft of warrant articles due to BOS	
3/23	Committee	Please see agenda	
3/25		Warrant Closes	
3/30	Committee	Please see agenda	
4/4		Warrant Sent to Printer	
4/6	Committee	Please see agenda	
4/13	Committee	Please see agenda	
4/20		<b>NO Charter Review meeting this week</b>	
4/25		Spring Town Meeting Day 1	
4/27	Committee	Please see agenda	
5/4	Committee	Please see agenda	
5/11		<b>NO Charter Review meeting this week</b>	
5/18	Committee		
5/25	Committee		
6/1	Committee		
6/8	Committee		
6/15	Committee		
6/22	Committee		
6/29	Committee		