

Minutes of the Longmeadow Charter Transition Team

1:00 pm, Thursday September 30, 2004 – Police Dept Meeting Room

Members Present: Roger Wojcik – Chairperson (*past member of the Charter Commission*), Laura Bertelli – Vice Chairperson (*representing the School Committee*), Paul Pasterczyk – Secretary (*representing Town Employees*), Walter Gunn (*representing the Planning Board*), Jerry Nolet (*representing the Finance Committee*), Joseph Occhuiti (*past member of the Charter Commission*), Norman Thidemann (*Interim Town Administrator*)

Also present was Elizabeth Kern. Ms. Kern addressed the Charter Transition Team (CTT) citing that the Charter was sold as an improved governmental form yet the relations between the Finance Committee and the School Committee seem to be deteriorating. Ms. Kern stated that she has yet to see any real improvements to Town government. Many CTT members addressed Ms. Kern's concerns. The main response was that the charter transition was still very much in its infancy stage and matters would accelerate once the Select Board expanded to 5 members and a Town Manager was on board.

The CTT voted to accept the September 16, 2004 members as presented (Wojcik abstained).

Mr. Occhuiti presented to the Team a series of tools aimed at assisting in the Town Manager selection process. The tools presented were:

- Town Manager Selection Process Guidelines Flow Chart
- Identifiable Skills and Abilities
- Process Recommendations/Process Questions
- Prologue
- Quantifiable Selection Criteria

The package of tools was designed to help everyone involved in the Town Manager selection. The CTT discussed the tools and voted to approve the package of tools (attached).

The CTT voted to change the name of the Town Manager Selection Committee to the Town Manager Screening Committee. This was done to alleviate public confusion over the role of the Committee emphasizing that the Screening Committee is only a recommending Committee and the full power of appointment was still held by the Select Board.

Mr. Nolet presented characteristics and traits of leadership. The CTT voted to include these with the tools previously voted to help in the selection process (attached).

Mr. Thidemann updated the CTT on the building maintenance matter. While the Department of Public Works (DPW) will handle the matter in the future there were immediate needs given Fran Boudreau's planned retirement. Mr. Thidemann felt that Mr. Boudreau was not interested in a consultant relationship. Mr. Thidemann was working on a modified job description and a School/Town memorandum of understanding which would outline the changes the charter would eventually have on the position. Until such time when Mr. Boudreau's replacement would fall under a newly created DPW, the individual would report to the Superintendent of Schools.

Paul Pasterczyk provided the CTT with an update on the computer replacement search. Mr. Pasterczyk felt that while the group studying the replacement is behind in its search goals he was confident all necessary work would be accomplished for funding consideration at the Annual Town Meeting. The group goal was to try to identify on software system which would accommodate all financial users of the system while providing read only rights to the public for certain public records.

Mr. Occhuiti motioned for the CTT to reconsider its position on the 3 at-large resident appointments to the Town Manager Search Committee. Mr. Occhuiti did not want current employees or officials serving on the Committee. The motion was defeated (Occhuiti Y, all others N).

The CTT scheduled its next meeting for October 28th at 1:00pm. The CTT would be meeting with Peter Landon (past Charter Commission member) to discuss the role of the Audit Committee.

The CTT voted to adjourn at 2:55 pm.

Respectfully Submitted,

Paul J. Pasterczyk
Secretary, Charter Transition Team