

## **Hopkinton Charter Commission Meeting Minutes – November 9, 2005**

Chairman Marie Eldridge called the meeting to order at 7 p.m. at the Hopkinton Fire Station. Present: Doris Carver, Nancy Clark, Gary Daugherty, Marie Eldridge, Tom Irvin, Bill McRobert and Mary Pratt.

John Duffy and John Palmer, members of the Board of Assessors, their concerns about having Principal Assessor appointed by the Town Manager rather than the board. They think the new structure could jeopardize the assessment and abatement work, particularly if the Finance Director, to whom the Principal Assessor would report, does not allow sufficient time for these duties to be completed.

Commissioners discussed the details of the Town Manager Search Committee, Section 8-5-b. After a motion by Bill McRobert, second by Mary Pratt, the committee voted unanimously (7-0) to change the composition of the Search Committee to: two citizens-at-large designated by the Board of Selectmen, but not members of that board; two members designated by the Personnel Department and one member designated by the Appropriation Committee. The group also agreed to remove the word “several” from the section.

The commission agreed to removed the Town Accountant from the list of appointed positions and from the Section 5-4: Department of Finance, as the Finance Director will act as the Town Accountant. The commission agreed to remove “associate” positions from the list of appointed positions. Motion by Tom Irvin, second by Bill McRobert. Approved unanimously (7-0).

8 p.m. Bruce Karlin enters the meeting.

During discussion of the overall budget schedule, commissioners agreed to change Section 6-2-d so all departments except the School Department submit budgets to the Town Manager on or before January 1; School Department submits budget on or before February 1. Motion by Tom Irvin, second by Bruce Karlin. Approved unanimously (8-0).

Section 5-5-a – Finance Director – committee agreed to delete existing wording after “borrowing” and insert “assessing.” Motion by Nancy Clark, second by Bruce Karlin. Approved unanimously (8-0)

Section 5-4-a – committee agreed to add “who is appointed by the Finance Director” to the end of this section. Motion by Nancy Clark, second by Bruce Karlin. Approved unanimously (8-0).

Next meeting will be held on Thursday, November 10, 7 p.m., first-floor conference room at the Hopkinton Fire Station.

Meeting adjourned at 10:15 p.m.

