Town of Burlington Government Review Committee
Minutes of January 24, 2018

Members in attendance: Gary Gianino, Robert Hogan, Steve Marchese, Charles Murphy, Kelly Pappas, Roger Riggs, Paul Sheehan, Sally Willard

Member absent: Michael Runyan

Also present: Russ and Susan Sanford from Winthrop

Robert Hogan called the Government Review Committee to order at 7:00pm in the Burlington Town Hall, main hearing room.

Russ Sanford explained Winthrop's form of government changing from a town to a city. The process included a campaign, adding the question to the ballot, if passed creating a Charter Commission, hiring a consultant, and getting public feedback. He explained how city government works, and the benefits of city government, which includes quick decision-making, and financial consolidation with the use of a CFO, hence eliminating fragmentation amongst the departments.

The charge of this committee is to review the policies and procedures of Burlington's government and determine if further action should be taken to change it.

Upcoming meeting schedule - 6:30pm in the Town Hall, Main Hearing Room:
• Monday, February 5
• Monday, March 5
• Monday, March 19

Members should review the tasks sheet, and determine what needs to be done.

Subcommittee responsibilities:
• Invite a representative from the MMA: Form of Government Committee to speak
  o Request the representative to bring community charters from other towns/cities in Massachusetts for review
• Reach out to other communities that have made the same government structure transition as Winthrop
• Invite surrounding town representatives to speak about their government structure
Charles Murphy will reach out to the Bedford/Billerica Town Manager
• Kelly Pappas will begin speaking with departments about the current structure, and their recommended improvements

Public Participation will be limited to quick comments or questions until April or May, when the committee will start eliciting public feedback.

Each meeting will be adjourned no later than two hours after starting.

The meeting was adjourned at 7:58pm.

Next meeting:
Monday, February 5 at 6:30pm
Burlington Town Hall, Main Hearing Room.

Minutes respectfully submitted by:
Noelle Judd, Recording Clerk