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

Also present: Bob Mercier, Tyngsboro Study Committee member

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

**Administrative Matters:**

Motion to appoint Kelly Pappas as Chairman was made by Charlie Murphy, and seconded by Gary Gianino.

**PASSED: 9-0-0**

Motion to appoint Roger Riggs as Vice Chairman was made by Charlie Murphy, and seconded by Gary Gianino.

**PASSED: 9-0-0**

**Committee Tasks:**

- Document under discussion: Town of Burlington: Board of Selectmen – Charge Government Review Committee

  Charlie Murphy is setting up a meeting with the Town Manager of Bedford, Richard Reed and the Town Manager of Billerica, John Curran, and Sally Willard is setting up a meeting with Lexington and Brookline. Gary Gianino is working with the MMA and the Town Bylaw Review Committee. Kelly Pappas will distribute paper work on Burlington’s current organization structure for the next meeting. And it was determined that the task of speaking with town employees about operations and procedures would be done by non-Board of Selectmen members.

**Discussion:**

Bob Mercier spoke about the charter that will be voted on during a Special Town Meeting on March 27, 2018 in Tyngsboro. The charter came from the Government Study Committee, and the committee was given $12,000 by town meeting to hire Lauren Goldberg from KP Law, P.C. as a consultant for the charter. The purpose of
the charter is to have accountability, improve efficiencies, and manage the employees day to day.

These objectives would be met by changing the town administrator to a town manager giving departments someone to report to daily. This doesn’t change the powers of Town Meeting and the citizens keep their authority for things such as budgeting, and zoning. Some previously elected positions would be changed to appointed positions, for a few reasons: one - an appointed incompetent individual can be let go at any time, as opposed to an elected one can stay until their term is over; two – it gives opportunities for qualified individuals, who don’t want to run a campaign, to serve on boards/committees; and three – it reduces vacancies on boards/committees. Finally, some boards/committees were merged/eliminated to reduce redundancies, such as the Cemetery Committee/Sewer Committee into the DPW.

The charter includes a five-year review clause to allow for changes, if needed. Tyngsboro decided to vote on the charter through a special act of town meeting rather than a ballot vote, because voter turnouts are low for elections, and many of those voters are not well informed about the charter.

To view Tyngsboro’s proposed charter visit: http://www.tyngsboroughma.gov/government/departments/administration/government-study-commission/

**Minutes:**

Motion to approve the minutes of January 24, 2018 as printed was made by Charlie Murphy, and seconded by Michael Runyan.

**PASSED: 9-0-0**

Motion to adjourn the meeting at 7:58pm was made by Gary Gianino, and seconded by Steve Marchese.

**PASSED: 9-0-0**

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

Minutes respectfully submitted by:
Noelle Judd, Recording Clerk