

Charlestown Ad Hoc Chariho Withdrawal Committee

Minutes from the May 14, 2014 Meeting

1. Meeting was called to order at 7:00 PM.
2. Roll Call was conducted and committee members present were Linda Philips, Dan Slattery, and Ron Areglado, Chris Sheehan was absent.
3. Approval of Minutes. The minutes could not be approved since only two of the three committee members who attended the May 6th meeting were available to vote on the minutes .A motion was made by Linda Phillips and second by Dan Slattery to table the minutes until the next meeting. At that time a motion would be made to approve the minutes from the May 6th and the May 14th meetings.
4. Discussion notes related to the Analysis Tasks are listed in bullet form below.
 - The Committee reviewed the Draft Pipeline and agreed that the numbers were accurate. But everyone believed that Ken Swain the Town's tax assessor should confirm the accuracy of the numbers before we put the Pipeline in final.
 - The Committee also evaluated the narrative portion of the pipeline and made several edits to the draft and edits to the numerical tables. Dan Slattery volunteered to make the edits to the narrative portion but the edits to the numerical tables would have to be done by the Town Administrator's Assistant who formatted the tables for the Pipeline. Dan volunteered to take the edits the committee agreed to and sit down with town hall staff to make the appropriate edits and put the pipeline in Draft Final format.
 - Dan reported that the Town's Pipeline software could not print the Pipeline in Landscape format and we would have to use the Portrait format.
 - The Committee agreed on the documents that would be included as background documents to the pipeline and would request assistance from Town staff to have them posted on the Town's Website.

5. Agenda for the Next Meeting. The formal agenda for the next meeting will be submitted to the Town Clerk this week. The Committee agreed to send the Draft Final Documents to the Town Administrator, Town Attorney, and the Town Tax Assessor for review and comment. Those comments will be used by the Committee to produce a final Pipeline document for distribution to the Town Council.
6. Dates for Future Meeting. The committee agreed to meet at 7PM in the Vault Room at Town Hall on Tuesday May 21, 2014.
7. Comment. There was no public comment.
8. Adjournment; the meeting adjourned at 8:10 with Linda making the motion to adjourn and Ron giving a second.

DS 5-15-2014