

Charlestown Ad Hoc Chariho Withdrawal Committee

Minutes from the May 6, 2014 Meeting

1. Meeting was called to order at 7:00 PM
2. Roll Call was conducted and committee members present were Linda Philips, Chris Sheehan, and Dan Slattery, Ron Areglado was absent.
3. Approval of Minutes. A motion was made by Chris Sheehan to approve the minutes and Linda Phillips seconded the motion.
4. Discussion notes related to the Analysis Tasks are listed in bullet form below.
 - The Committee reviewed the Draft Tax Equalization Chart and the Draft format for the Pipeline. A decision was made to take the financial calculations from the draft Tax Equalization chart and merge it with the narrative from the Draft Pipeline.
 - The Committee evaluated the Draft Tax Equalization Chart for accuracy and an issue was raised by Linda Phillips .Linda pointed out that we needed to be consistent with our calculations and she noted that we should be consistent with other studies. She pointed out the difference in calculations between before and after debt service was calculated. The committee agreed with Linda's point and choose to use debt service before and after State Aid for our calculations on Tax Impact. That decision was consistent with the way previous Charlestown Committees calculated tax impact.
 - The Committee choose to use the Current Tax Rate that was proposed for the 2014-2015 Fiscal Year in its calculations for Tax Impact.
 - Once the Committee was satisfied with their assessment of Single Tax District impact on Charlestown they choose to review the Introduction for the Pipeline. The Introduction included the rational for conducting this study and the Commission agreed that the draft introduction conveyed the reason for conducting this study. No edits were made to the draft.
 - The next analysis task involved reviewing the Conclusions for this study. The Committee made some minor adjustments but thought the conclusion was on target and needed to be conveyed to the Charlestown Taxpayers.
 - The Committee agreed they would need to check and double check the financial numbers edited by Linda to ensure accuracy prior to a final check with Town Hall Staff.
 - Mr. Slattery stated that the Town's Tax Assessment Manager had confirmed that the baseline data the Committee used for calculating a Single Taxing District was indeed correct.

- The Committee stated that they preferred publishing the Pipeline in a Landscape Format. Dan stated he would check with Town Hall staff to determine if the Town's contractors' software could accommodate their request.
 - The Committee agreed that we needed to determine what documents would be included as background documents posted on the Town's Website. Mr. Slattery volunteered to review all of the background documentation provided to the Committee and provide a Draft List of what we used and could be posted as background documentation to the Pipeline.
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 continue its review of all Draft Analysis Products and when completed will make a decision on all information that will be contained on the Pipeline. The Committee will also review and make a decision on any background information that might be needed for placement on the Town's Website...
 6. Dates for Future Meeting. The committee agreed to meet at 7PM in the Vault Room at Town Hall on Tuesday May 14, 2014.
 7. Comment. There was no public comment.
 8. Adjournment; the meeting adjourned at 8:40 with Chris making the motion to adjourn and Linda giving a second.

DS 5-8-2014