

Committee on Committees
February 8, 2006

Present: Bruce Clouette, Alan Hawkins and Caroline Redding
Staff: Matt Hart and Mary Stanton

The meeting came to order at 5:15 p.m.

The Staff presented a draft plan for the organization of information on boards and commissions to the Committee.

This plan includes:

1. Updating the data base;
2. Instituting a procedure for appointment, notification and resignation of board and commission members; and
3. Implementation of a web based site that describes the various committees and allows citizens to apply on line.

The Committee requested that a statement indicating just how important these committees are to the town be added to the site, including an accounting of how many citizens currently volunteer. E-mail addresses of volunteers will also be requested.

By consensus the Committee will submit, for Town Council approval, the following names for membership on the Correctional Facility Liaison & Public Safety Committee: Audrey Barberet, Major Ronald Blicher, Richard Pellegrine, and LT Walter Solenski. Their terms will end on November 19, 2007.

By consensus the Committee will recommend, for Town Council approval, the creation of a Memorial Day Committee. The Committee will consist of 5 members, who will serve 3-year terms subject to Town Council appointment. The purpose of this Committee will be to oversee the town's Memorial Day festivities.

It was decided that the Committee on Committees would meet on the second Wednesday of each month at 5:00 p.m.

In order to implement the previously discussed plan it was decided that the following letters should be created:

1. A "thank you for serving" letter signed by the Mayor.
2. A "thank you for applying...however at this time we are unable to appoint you" letter.
3. A receipt of application letter.

The meeting adjourned at 6:35 p.m.

Respectfully submitted,

Mary Stanton
Town Clerk

