

## TOWN GOVERNANCE COMMITTEE

JUNE 10, 2019 6:00 PM TOWN HALL

ATTENDED: Leah Basbanes, Mary Beth Pallis, Brian Palaia, Ryan McLane, Mike Martin, Jim Dow, Bob Nelson, Loraine Leonard

Call to order at 6:04 pm.

Chair and Vice Chair elected with some discussion on length of stay which is one year. Leah Basbanes will Chair with Mary Beth Pallis as Vice Chair. Two remaining seats available for recommendation from residents of Dunstable. Motion made by Ryan McLane and seconded by Bob Nelson.

Prioritized the recommendations handed down from the Town Government Study Comm. The Following recommendations needed to be completed:

#5 – Establish a Financial Management Team

#9- Develop a multi-year forecast

#10- Centralize Procurement C.P.O.

#11- Adopt Formal Financial Practices

#12-Re-advertise for Auditing Services

#14-Consider changes to the Personnel System

#15- Evaluate Health Insurance Options

#20 Automate the cashbook and the use of vadar manual Reports. ( Loraine will discuss with Bonnie and report back the rationale)

Discussion on the difference of a Town Charter (which we do not currently have) and Town By-laws, with this discussion came a brief explanation of what a Charter is and how it works for the towns. Brian Palaia will bring in a copy of town charters so we can see directly how they are written.

Next Meeting set for July 11, 2019 at 6:00 pm at the Town Hall

Meeting adjourned at 6:50 pm

A handwritten signature in black ink, appearing to be 'Ri' or similar, located at the bottom left of the page.