

Charter Revision Fiscal Charge Recommendations:  
February 15, 2012

Below are charges passed to the full commission by the Fiscal Committee of the Charter Revision Commission:

Ch. 20: C5-50-2 (i) Mandate an internal audit function within the office of administration was passed unanimously. The charter includes a section on Internal Audit, but that department was eliminated in the '90's. All members of the BOF interviewed about this issue felt the need for an internal audit department was extremely important for a city our size and the committee agreed.

Ch. 36 C8-30-1 et al regarding the budget process was recommended as no change, which passed unanimously. While the planning board and city government do prepare a two year budget, it is a very rough draft, and not much import is paid to it. Most interviewed, from city government to BOF and BOR personnel agreed that so many things change from one year to the next that it was a waste of time to prepare a serious two year budget.

Ch. 37 No consideration, public hearing would be too early, and those interviewed agreed. Passed unanimously.

Ch. 38 No change, passed unanimously after discussions where it was agreed that the BOE had opportunity to put forth their priority list and prepare the list together with city engineers.

Ch. 39 Cannot do because of grand list (finalized in Feb.), no change passed unanimously. It was agreed that the BOE should be able to hire regular open positions when they are known and should not be required to wait until a budget is passed.

Ch. 41 Increase level to \$2,500, passed unanimously. It was felt that if the appropriate documentation was kept and there was official notification, the threshold for change should be increased to this level, which was agreed by all BOR and BOF members interviewed.

Ch. 45 Yes, have attorney check case law, passes unanimously. All felt that we should check case law, and that this was appropriate.

Ch. 46a No, passed unanimously. It was discussed and agreed that this would be difficult, and would require multiple changes in the out years.

Ch. 49 C6-20-7-9 et al Change to limit powers to exclude any legislative action and strongly limit powers to strictly finance/fiduciary responsibilities. Passed unanimously. C6-20-9 Add language, clarify to limit within scope of its financial authority, in accordance within its powers in section C6-20-9. After interview with city staff and

BOR members, it was agreed that the BOF responsibilities should be strictly fiscal, wording to complete this will be difficult.

Ch. 50 C8-30-3 After review of the charter and discussions with city staff and BOF and BOR members it was decided to make no change to this section of the charter, and passed unanimously

Ch 52 C6-20-7 After discussion with staff and board members the committee determined that the current review of agreements works. No change, passed unanimously

Ch. 54 C6-20-8 After discussions with staff and board members, it was made clear that it is literally impossible to have the audit completed in three months. The committee agreed to change time of the audit to four months from three. Change passed unanimously.

Ch. 56 C6-20-8 After discussion with both staff and BOF members, all were in agreement that the city should send out an RFP every five years for an auditor, this is good fiscal policy. Passed unanimously

Ch. 58 The finance committee met with both staff and members of the BOF and fiscal committee BOR members. The BOR were adamant against one single budget presentation from staff. They indicated that many things change from one month to the next and that they ask very different questions from the BOF. Staff had indicated that questions were often identical. The BOR and BOF members agreed that they could have joint presentations for non-budget items (additional appropriations etc.). The committee is torn and is sure that the BOR will not accept this charter change. Committee moves to full board no recommendation.

Ch. 59 Only making changes to section C6-20-1 (charge #49), the committee felt fiscal overlap is necessary. Item is tabled.

C7-30-3 Mayor or designee, Chair or designee, President or designee. Chairperson will be elected by a majority of all the trustees. Change in wording passed unanimously

Ch. 60 C7-10-2/3 There was much discussion with regards to the pension boards, with interviews with the Director of Administration as well as members from each pension board. Pensions have the potential to be a huge financial burden on taxpayers if the city is not careful. The committee agreed to add language that the Mayor shall have at least one representative on each of the four city pension boards. Passed unanimously

Ch 61 C7-10-8 This entire section is not in practice, and besides is really silly. The committee agreed to eliminate all these sections, passed unanimously.

(for all Pension sections C7-40-2 et al) Mayor/Dir. Of Admin, Superintendent Etc. Add **or designee** to each portion. Passed unanimously. The committee understands that

especially the Mayor or Superintendent may want to appoint a professional or someone on staff who can best represent the city.

Ch. 62 Cerf Pension Attorney needs to review what needs to be eliminated from charter due to state statute. Please pass to the Attorney.

Ch. 63 C7-10-1 et seq Ditto

Ch. 65 Following the discussions with the pension boards and interview with the Director of Administration, there was a discussion of the importance of pension board members either all have appropriate pension training or at least require one member be a professional. G. Sessa proposed that all members of all pension boards must have a minimum level of training or background and education with regards to their responsibilities. The committee was split on its decision, since many of the boards have on going training and of course investments are handled by outside professionals.

Ch. 66 State statue allows for the Attorney General to require forfeiture, so the committee decided no action was needed. Unanimous

Ch. 67 Again after all these discussions, the committee felt it was unnecessary. No, passed unanimous

Ch. 69 The committee felt this was a legislative issue, not charter, no change. Passed unanimously.

Ch. 70 The committee confirmed this is being done annually, unanimous for no change.

Ch. 92 Table discussion

Ch. 112 a – d responses need to be clarified.