



CHARTER REVIEW COMMITTEE MEETING AGENDA

January 10, 2017

Town Offices, 50 Billerica Road

Chelmsford, MA 01824

Dennis Ready Meeting Room 204

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1. 7:00PM CALL TO ORDER/NOTIFICATION OF CTM BROADCAST
2. OPEN SESSION / PUBLIC INPUT
3. SECTION 3-8, CEMETERY COMMISSION: GERALD HARDY, CHAIR
4. SECTION 3-10, CONSTABLE: JAMES SPINNEY, CHIEF OF POLICE
5. APPROVAL OF MINUTES

- December 13, 2016

Documents:

[DRAFT- CRC-MINUTES-2016-12-13.PDF](#)

6. UPDATES
7. PRESS AND PUBLIC QUESTIONS
8. ADJOURN

Minutes of the Charter Review Committee (CRC) meeting on 12/13/2016.

Attendance:

Present:

Doug Bruce

Dan Burke

Sam Chase

Valerie Diggs

Michael McCall

David McLachlan

Sheila Pichette

Glenn Thoren

Approval of 11/29/16 minutes-

Add in the discussion of the number of members on the Board of Health

Add in the dates for the minutes approved

Change wording and spelling

Motion to approve minutes of 11/29/16 as amended made by Mr. McLachlan, seconded by Mr. Bruce, vote: 8 yea; 0 nay; 0 abstentions

Public Input-

Link for public input is not operative but will be fixed

Mr. Chase received an email from Town Meeting Representative Scott Davidson to recommend the establishment of an independent audit committee called the "Audit Oversight Committee".

Members would be Town Meeting Reps and could not serve on any other committees. The committee would review all external audits and review all potential conflicts of interest between town employees and volunteers as well as hold public hearing and make recommendations to the board of selectmen based on audits and oversites. They would also review town meeting votes to ensure the actions directed by town meeting were carried out and provide a report at the following town meeting.

There was a general discussion of the suggestion and Mr. Davidson has been invited to attend a meeting to elaborate on this recommendation.

Meeting Schedule for 2017

January 10

January 24

February 14

February 28

March 14

March 28

April 11

April 25

May 9

May 23

June 6

June 20

Review of existing charter-

Section 3-3:

There was a discussion comparing the School Committee and the Board of Selectmen as well as the Superintendent and the Town Manager. Also, there was a discussion about the School Committee budget in comparison to the Municipal budget and if there are changes to the charter that could prevent a similar situation to two years ago.

3-3 a) No changes were made

3-3 b) No changes were made

Discussion regarding who statutorily had responsibility for the school buildings

Section 3-4:

3-4 a) No changes were made

Discussion as to whether or not the Town Moderator should be appointed on a per-meeting basis

3-4 b) Additional information as well as more discussion is needed before the committee makes a decision regarding change to the section

Discussion regarded a hybrid Finance Committee and the pros and cons of a hybrid committee. The Committee was split on the decision for change and decided to postpone a decision until more information is gathered and the committee is spoken to.

Section 3-5:

3-5 a) No changes were made

There was a general discussion to clarify wording

Mr. McCall suggested making a footnote in sections to cite State Law where the wording for the section came from

3-5 b) No change was made

There was discussion about changing the wording to change the character of the section from reactionary to proactive. Clarification of wording was discussed to ensure the understanding of the planning process.

Section 3-6:

Any discussion or decisions on changes to the section have been tabled until the Board of Health has a chance to give input to the committee.

Section 3-7:

3-7 a) No changes were made.

There was discussion as to the number of members on the Board of Trustees.

3-7 b) No changes were made.

Section 3-8:

Any discussion or decisions on changes to the section have been tabled until the Cemetery Commission has a chance to give input to the committee regarding the Town Manager's proposal.

Section 3-9:

This section was repealed from the Charter following the dissolving of the Sewer Commission.

Section 3-10:

Any discussion or decisions on changes to the section have been tabled until the Constable and Chief of Police have a chance to give input to the committee.

Motion to adjourn-

Mr. Thoren made a motion to adjourn, seconded by Mrs. Pichette, vote: 8 yeas; 0 nays; 0 abstentions