

Approved 9/20/2017

8/22/2017

8/22/2017 Charter Review Committee (CRC) Meeting Minutes

Location: Room 204, Town Hall

Present: S. Pichette, D. McLachlan, D. Bruce, M. McCall, S. Chase, V. Diggs, D. Burke

Absent: G. Thoren

Meeting called to order: 7:06 PM

No Media present.

Open Session/Public Input: None

Approval of Minutes: 7/18/2017: Motion to approve by D. McLachlan, Second by M. McCall. Discussion: Wording corrections to Section 3-10 Constable narrative, and confirmation that no Committee vote was taken on changing the Constable position from Elected to Appointed as stated in the Minutes. Request by D. McLachlan to validate that the Section vote was taken on August 8, 2017. Minutes approved as amended, Vote 6 for, 0 opposed, 1 abstention (D. Bruce).

Committee discussion on CRC Recommendations for Charter changes, S. Chase presentation at the August 21, 2017 BOS meeting: Consensus is that the presentation accurately reflects CRC sentiment, and the PowerPoint presentation can serve as the basis for a more formal final report. S. Chase thanked the Committee for its efforts, noting that all members contributed substantively to the Committee's work.

Committee Action:

**Sec. 7-4, Definitions:**

Motion by D. McLachlan to add "Officer" to the list of Section 7-4 Definitions: Add "(g) Officer- The word "officer" shall mean a position or board: (1) whose duties are public in nature; (2) that has entrusted to it some portion of the sovereign authority of the state; (3) whose duties are not merely clerical, but involve the exercise of power and authority bestowed by the law; (4) that holds a position established by law," Second by D. Bruce. **Vote 6 for, 0 opposed, 1 abstention (M. McCall).**

Request by D. Burke to review CRC recommendation for change to Section 4-2, Powers of Appointment (Town Manager) re change from elected to appointed Constable: D. Burke feels that the added language does not make it clear that the CRC is recommending that the appointed Constable report directly to the Police Chief. General agreement that this should be clearly stated. Committee consented to add language: "It is the intention of this provision that the appointed constable shall report directly to the Chief of Police."

M. McCall outlined the Warrant Article and presentation process for the Fall Town meeting. M. McCall will draft separate articles for the “substantive” changes, and these articles if passed will then go to the general ballot for voter approval or rejection. The “housekeeping” (minor wording and grammatical changes) will be grouped into a separate article and if passed, will be sent to the Legislature for action. The consensus is that this a good approach. Committee members identified the following Section changes that should be presented separately for Town Meeting and subsequent Voter action: Sections 2-3(c) (town meeting Rep incumbency), 2-5 (d) (elimination of 10 vote minimum to qualify), 3-10 (constable), 4-1 (screening committee composition requirement), 4-5 (acting town manager term extension). The balance will be grouped in the referenced “housekeeping article.” Regarding presentation at Town Meeting, M. McCall said that it is customary for the Town Manager or designated Department head to present Selectman-sponsored Articles if requested by the BOS. In this case, the Town Manager has asked M. McCall as Assistant Town Manager to present CRC-recommended Articles to the Town Meeting. The presentation will consist of two parts; a brief overview by the CRC Chair (S. Chase) and the substantive presentation of the Article(s) by M. McCall.

Composition/Format for CRC Report: Consensus is that the 8/21/2017 BOS presentation substantively summarizes the Committee’s work. S. Chase proposed that we use this as the basis for describing the changes, and that we add the other sections (use the Voting Action Summary format) that will include summary discussions on each section. S. Chase would also like to add some background and history, but not to the extent that was done by the first Charter Review Committee (2006). Advisories will be included in a separate report section, and relevant appendices will contain public input summaries and research data. General agreement that this will suffice, and that the report should be available to the BOS for their September 25, 2017 meeting. Advisories: D. Burke has submitted suggested wording for the BOS Advisory, and members are asked to submit their contributions within the next week. General discussion relative to advising BOS on Policy: Committee sense is that CRC should not advise the BOS concerning how often and how substantively they should review their own policy; that is for them to manage. However, we can provide appropriate guidance as to how they can use their power to manage through Policy directives without impinging on the Town Manager’s operational authority.

**Our next meeting is scheduled for September 20, 2017.** This will be primarily a “work session,” and need not be televised. V. Diggs will notify the Town Clerk and confirm.

Motion to adjourn by D. McLachlan, Second by D. Bruce, 7:58PM.

Submitted, S. Chase 8/22/2017