A. **Open Meeting**: Peter Clark opened the meeting at 4:14 PM

B. **Hear General Public Comment**: None.

C. **Discuss and Act on Minutes from January 14, 2019**:  
Judy Fenwick moved to approve with a correction. David Garrison seconded. All in favor; motion passed.

D. **Review New Committee Emails and Documents**:  
Peter Clark reported that 3 emails regarding the Evolving Questions list were received. Bob Brown wrote that the Recreation Committee had discussed the charter during their past 2 meetings and had no comment at this time.

E. **Discuss and Act on Evolving List of Charter Questions**:  
The committee discussed whether to include the three recently submitted questions on the list.  
Carter Hunt moved to include the three new questions. Judy Fenwick seconded. All in favor; motion passed.

F. **Act on the Substance of the Public Survey Summary**:  
Judy Fenwick moved to accept the summary and to post the survey results and data on the website. Dan Shearer seconded. All in favor; motion passed.

G. **Record and Discuss the Members’ Priorities for the Questions/Issues on the Evolving List**:  
Committee members had charted their priorities on 4 posters displayed on the walls. Peter Clark noted that they clustered remarkably. He led the group to determine which bucket each question would be placed in: included in further consideration for charter review, continue discussion about placement in charter review or refer to another entity, exclude from further charter consideration. Peter Clark will summarize.

H. **Interview with Ms. Megan English Braga with Debrief**:  
A presentation by Megan English Braga and a discussion with the CRC included the following:
• Megan English Braga had been a Finance Committee member a while ago; 15 members may be too many.
• With the hiring of a Finance Director, the role of the Finance Committee has been changing. The town is looking at finances differently now. Consideration should be given to how to structure the role of the Finance Committee so they may be relevant. They do a deep dig on the issues and the public doesn’t hear much from them. There may be a way to give the public access to their process.
• The Board of Selectmen makes a decision about the budget and it is then reviewed by the Finance Committee.
• Is there less influence for the Finance Committee now that there is a finance director? Is the Finance Committee now seen as more separate from town hall? Is the Finance Committee now relied upon for an independent assessment of the Board of Selectmen recommendations?
• Due diligence done by the Finance Committee after Board of Selectmen approval may make a difference. The Finance Committee transition had begun when Megan English Braga served on the committee and perhaps they do now function as a check at town meeting.
• The form of government does need to be looked at. As now structured, candidates for Board of Selectmen are similar in gender, life stage, socioeconomic situation. The $5,000 per year stipend is a consideration.
• Is pay the issue?
• If the goal is to engage a broader base of people that can serve, the current system will not get us there. Megan English Braga spends 20 hours a week on Board of Selectmen work and estimated the chair spent 30 hours per week.
• Regarding the oversight of the Board of Selectmen: the town manager implements the day to day operations though the Board of Selectmen is asked to set policy and then let it go. It makes for somewhat of a strange relationship. A full time Board of Selectmen would be unwieldy, though.
• The Board of Selectmen does spend some time with permits, though most of the background work is done and presented to them in packets.
• The Board of Selectmen has talked about meeting more frequently, but it could just mean more work for the office to get ready for the meetings. The impact is unclear.
• Regarding committees included in the charter: this is tricky as the town has a long rich history of committee work. If the list is not complete some may feel left out. Rules and procedures are needed but maybe this could be put elsewhere.
• The town manager has the authority to set the range of salaries. Megan English Braga is not opposed to the town manager doing hiring but change can be difficult and seem personal as exemplified by the attempts to create community development position which was twice voted down at town meeting.
• Coordination between the Planning Board and Board of Selectmen has been disjointed but there has been improvement in the past couple of years. The joint meeting have been beneficial and maybe more than 2 per year should be required.
• Who besides the Planning Board should the Board of Selectmen meet with?
• Some of the fundamental committees such as Conservation Commission and Zoning Board of Appeals. For some maybe the annual report could be expanded on. Perhaps something else could be required, codified. There is a value to being in the same room.

I. Discuss New Business (2 min) (This time is to request desired future agenda items. Discussion only for clarification:
List of future meetings, documents with forms of articles, annotation of evolving questions.

At 6:00 David Garrison moved to adjourn. Charles McCaffery seconded.

Relevant Documents:
CRC Draft Minutes of 1/14/19
Evolving List of Questions
Survey Data Compilation
Charts for Evolving Questions