A. **Open Meeting**: Peter Clark opened the meeting at 4:00 PM

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

C. **Discuss and Act on Minutes from January 28, 2019**
   
   David Garrison moved to approve. Dan Shearer seconded. All in favor; motion passed.

D. **Review New Committee Emails and Documents**:
   
   The committee noted emails from Sheri White, Kevin Doyle and Dale Kapp.

E. **Discuss and Act on Evolving List of Charter Questions**
   
   Peter Clark presented the issue that Megan English Braga had raised about compensation and a diverse Board of Selectmen and asked if it should be included on the evolving list. Flannery Rogers moved to include Megan English Braga’s concern on the evolving list. Charles McCaffery seconded. All in favor; motion passed.

F. **Discuss and Act on Committee Priorities for the Questions on the Evolving List**:

   • Review and Revise Decisions of 1/28 meeting:
   
   Peter Clark invited committee members to speak out if anyone felt questions were in the wrong bucket. The questions were further categorized.

   • Consider Further Definitions/Categorizations of the List: Peter Clark urged that the committee look for underlying issues that the evolving list of questions spring from. How do the questions aggregate? Can a bunch of questions form around this or that issue? The committee agreed. It was time to go beyond the questions to grouping. Peter Clark suggested groupings which included planning, finance, committees, the power of the executive branch, town meeting operations, how much detail belongs in the charter as well as some stand-alone questions.

   • Consider Methods of Developing Draft Recommendations:
   
   Peter Clark will send out a list of issues and any stand-alone questions. Committee members will weigh in on what they are willing to work on.
G. Consider Options for Forms of Article Language:  
Frank Duffy has done draft language on other charter review committees he served on and offered to take responsibility to do this.

H. Review Use of Searchable Charter Capability:  
Judy Fenwick reported that communities of Natick, Chelmsford, Needham, Dartmouth and Plymouth have representative town meeting and town manager forms of government. Carter Hunt thought Plymouth was especially comparable. Committee members will review with searchability in mind.

I. Discuss New Business:  
None

J. Discuss Issues of Committee Procedures: Revise 2019 meeting  
**Schedule:** The following dates have been changed:  
April 8 to April 1  
May 27 to May 20  
June 24 to June 17

**NEXT MEETING:** Monday, February 25, 2019; 4:00 PM  
Old Water Department Meeting Room - Town Hall

At 5:34 David Garrison moved to adjourn. Judy Fenwick seconded.