Members Present: Peter Clark, Chairman; H. Carter Hunt; Daniel H. Shearer; Flannery du Rivage Rogers; David Garrison; Judith Fenwick; Frank Duffy, Esq., ex-officio
Members Absent: Daniel Shearer; Charles McCaffrey
Also Present: Michael Palmer

A. Open Meeting
At 4:04 Peter Clark called the meeting to order.

B. Hear General Public Comment
None offered.

C. Discuss and Act on Minutes from June 10, 2019
David Garrison moved to approve the minutes. Flannery du Rivage Rogers seconded. All in favor; motion passed.

D. Review New Committee Emails and Documents
Emails from Keith Schwegel, David Viera and Julian Suso to be reviewed during the debriefing.

E. Discuss and Act on Committee Procedures: Process to create “final recommendations” for Board of Selectmen; and other
A discussion included the following:

• Peter Clark explained that there was conflicting language in the Charter and bylaws.
• Frank Duffy clarified that the bylaws should conform to the Charter rather than the Charter conforming to the bylaws. The Charter is law which provides structure; the Bylaws are more applicable to functions. Governmental bodies can still have powers even when not mentioned in the Charter.
• The Committee discussed the issue of giving the town manager more authority over hiring. It appeared, after the legalities were closely examined, that efforts to do so were not successful. Should the March vote be rescinded?
• This led to the question of moving the preliminary votes to final votes. It was suggested that when there is a new idea there should be a new vote. The bylaw/charter issue was put on hold.
• Carter Hunt noted the importance of keeping track of all the concerns about the bylaws. He will keep a list.
• Bundling should be done where possible.
• It is too late to do a good job on any items taken from the second bucket.
• The process of moving towards final recommendations should include drafting warrant articles, working through the 30 items, taking new votes and editing.
• All members should be present whenever possible when votes are taken.

F. Debrief the reactions from the Public Forum
Peter Clark called for general comments. They included the following:
Peter Waasdorp’s concerns are important but they belong in bucket 2.
The committee decided to review the 30 recommendations with an eye to finalizing the easier ones so Frank Duffy could work on language.

Regarding C1-6:
Peter Clark moved to strike the language in bold. Judy Fenwick seconded. All in favor; motion passed.

Regarding C1-6 Definitions:
Carter Hunt moved to approve as discussed. Flannery du Rivage Rogers seconded. All in favor; motion passed.

Regarding C1-3 Number 1:
Carter Hunt moved to approve. Judy Fenwick seconded. All in favor; motion passed.

Regarding C1-3 Number 2:
Carter Hunt moved to approve. David Garrison seconded. All in favor; motion passed.

Regarding C3-2E:
David Garrison moved to approve language. Judy Fenwick seconded. All in favor; motion passed.

Regarding #4 C2-1:
Carter Hunt moved to approve the language as drafted. David Garrison seconded. All in favor; motion passed.

Regarding #5 C2-1:
All concerns expressed by David Viera are covered in Chapter 349.
Judy Fenwick moved to approve language as discussed. David Garrison seconded. All in favor; motion passed.

Regarding #6:
Judy Fenwick moved to approve language as discussed. Carter Hunt seconded. All in favor; motion passed.

Regarding #7:
The Committee had a discussion about the methods to distribute public documents. It was noted that this issue generated a lot of feedback at the public forum. It was reiterated that not everyone has internet access, the town web site is not that welcoming, many prefer the newspaper, the font size in the newspaper could render documents not that legible. Costs of publication in a newspaper were considered. Do all documents need to be in a newspaper?

**Flannery du Rivage Rogers moved to not require attendance publication in the newspaper. David Garrison seconded. All in favor except Judy Fenwick opposed; motion passed.**

Regarding #15 and #22:
Tabled until the full committee was present.

Regarding #8:
**Carter Hunt moved to approve as printed. Flannery du Rivage Rogers seconded. All in favor; motion passed.**

Regarding #9:
**Flannery du Rivage Rogers moved to approve as printed. Judy Fenwick seconded. All in favor; motion passed.**

Regarding #10:
**Flannery du Rivage Rogers moved to approve as printed. Judy Fenwick seconded. All in favor; motion passed.**

Regarding #11:
Tabled.

**G. Discuss and Act on a Requested Amendment to Prior Action-- Judy Fenwick**
No time to address.

**H. Discuss and Act on “Added Charter Items for Review;” any issues that members feel might need to be added to the preliminary recommendations**
Not addressed beyond idea that it is too late to do a good job on any added items.

At 6:20 Carter Hunt moved to adjourn. Judy Fenwick seconded.

Relevant Documents
Minutes 6/10/19
Emails from Keith Schwegel, David Viera and Julian Suso
Preliminary Recommendations

NEXT MEETINGS:
Monday June 24; 4:00 PM