

CHARTER REVIEW COMMITTEE MEETING

Minutes of Monday, September 17, 2018

4:00 p.m. Old Water Department Meeting Room

Members Present: Peter Clark, Chairman; David Garrison; H. Carter Hunt; Daniel H. Shearer; Flannery du Rivage Rogers; Frank Duffy, Esquire, (Town Counsel; ex officio)

Members Absent: Judith Fenwick, Vice-Chairman; Charles McCaffrey

Others Present: Peter Hargraves, citizen

A. Open Meeting: Chair Clark opened the meeting at 4:00 P.M.

B. Hear General Public Comment: There was no public comment. Carter Hunt suggested that item H of the agenda be moved forward in the agenda to allow Mr. Hargraves to be able to speak early in the meeting at the appropriate agenda spot. There was no objection.

H. Add to Evolving List of Charter Questions:

1. No committee member wished to bring forward ideas that had been reviewed by Ms. Fenwick at the August 22 meeting.
2. No committee members had questions for Mr. Duffy about his opinion concerning the proposal by Mr. Peter Hargraves, which found that changing the size of the Board of Selectmen fell into the scope of a Charter Commission rather than a Charter Review Committee. Mr. Hargraves stated that, although he had received differing interpretations of the jurisdiction of a CRC, he accepted the conclusions of Mr. Duffy. He felt that public opinion was predominantly positive about his idea, and he asked that the CRC, in portraying the scope of a Charter Commission, be clear that it could be initiated to make small structural changes as well as major ones.
3. A related discussion of whether there is some guideline on the optimum number of amendments to finally bring forward concluded that there was no workable way at this time to decide what might warrant final recommendation to the BoS. It will be a fluid issue until well into spring of 2019, even with a concerted effort starting this December or January.

C. Discuss and Act on Minutes:

- On the minutes of the Aug. 8, 2018 meeting

A motion was made by Carter Hunt to approve the minutes of August 8. Flannery Rogers seconded.

Committee vote: All in favor

- On the minutes of the August 22, 2018 meeting:

A motion was made by Carter Hunt to table the minutes of August 22 until the next meeting to allow members to forward any corrections to the chair. Dan Shearer seconded. Committee vote: All in favor.

In response to the chair's request for opinion on the optimum amount of detail for minutes, all members present agreed that they preferred a shorter version with summary of the points of discussion.

D. Review New Committee E-mail and Documents: Peter Clark reported on several emails:

1. An email from Mr. Rader had been distributed electronically.
2. Emails had recently been received by all selectmen to arrange interview times with the CRC. The CRC agreed that having two interviews in an evening might be necessary and appropriate even if requiring more than a two-hour meeting time.
3. A draft of an Op-Ed submission to *the Enterprise* about the work of the CRC had been distributed for editorial response.

E. Discuss Conducting Surveys: The CRC agreed that:

1. the initial survey should be based on inviting ideas about the Charter as a whole rather than focusing on specific evolving questions or issues; a survey later in the process might well focus on the most items the CRC found most meaningful;
2. using the one-page summary with space for open comment, not to exceed front and back of one page, was the desired format;
3. the same document should be used for the general public and Town Meeting members:
4. the the survey should be available both electronically and in print, with electronic results through Survey Monkey or similar service, and print copies returned to Town Hall:
5. the survey should be started by late October and closed by late November, using a variety of publicity efforts, including a brief report to Town Meeting;
6. Flannery Rogers offered to draft a paper version; Peter Clark will explore electronic services available through Town Hall.

F. Discuss Use of Public Hearings: The CRC agreed that:

1. as the survey, there may well be a use for two, but the first should be a listening session as a final step in gathering ideas;
2. it should be targeted for early December and should be publicized through the survey and the Town Meeting comments.

G. Hear about Access to Charters from Selected Towns: Carter Hunt had provided charters for Needham, Dartmouth, Natick and Chelmsford to Judy Fenwick. Since then he has reviewed five other towns with representative town meeting structures and has found, as with the original search, that frequently there is no home rule charter as the basis of operation. Plymouth and Amherst will be added to the list. The decision was accepted that the primary use will be in looking at specific points of amendment recommendation to see how other towns have framed the process. The project will be left on hold until Judy Fenwick has explored making them searchable by key words/ideas.

I. Discuss New Business: Items for the next agenda will include:

1. Interview with FinComm representatives
2. Interview with Selectmen Jones;
3. review survey and public hearing steps;
4. review meeting dates and tasks to consider adding to or adjusting meeting times

J. Discuss and Act on Issues of Committee Procedures: There were no topics discussed.

A motion was made by David Garrison to adjourn at 4:16 P.M. Seconded by Carter Hunt. Committee Vote: All in favor.

NEXT MEETING IS: Monday, October 1, 2018; 3:00 PM

Respectfully submitted,
Peter Clark, temporary secretary