CHARTER REVIEW COMMITTEE VOTED MINUTES
Monday, March 9, 2020 – 4:00 p.m.
Old Water Department Conference Room -- Town Hall
59 Town Hall Square, Falmouth MA 02540

Members Present: Peter Clark, H. Carter Hunt; David Garrison; Judith Fenwick; Flannery du Rivage Rogers; Frank Duffy, Ex Officio

Members Absent: Daniel H. Shearer; Charles McCaffrey

Open Meeting
At 4:01 Peter Clark called the meeting to order.

Hear Public Comment
None.

Discuss and Act on Minutes
Minutes of February 24, 2020
David Garrison moved to approve. Carter Hunt seconded. All in favor except Flannery du Rivage Rogers abstained; motion passed.

David Garrison moved to approve. Judy Fenwick seconded. All in favor; motion passed.

Review New Committee Emails and Documents
Falmouth Home Rule Charter edit of scrivener’s errors

Review Charter for Scrivener’s Errors and Other Issues (40 min)
The committee reviewed Charter for scrivener’s errors. It decided that ‘town’ would be capitalized when modifying a proper noun, e.g. Town Manager, and when used in place of ‘Falmouth’, and not capitalized when used as an adjective, e.g. the town department. The Oxford comma will be employed, especially when it can clarify meaning. Edited through Article III.

Review the Revised Language of the Ballot Questions for May 2020
The committee reviewed changes made by Frank Duffy.

Discuss and Act on Charter Amendment Recommendations
• Alignment of Plans
Peter Clark reviewed changes he had made to C3-3. He reviewed that the committee wanted to ensure that the Select Board has final authority on the LCP. A question arose about the use of ‘shall’ but it was thought that the language needed to be directive.
Carter Hunt moved to accept the language and forward to the Town Manager and the Planning Board. Judy Fenwick seconded. All in favor; motion passed.
Peter Clark clarified that he will send to Tom Bott, Peter Johnson-Staub and chairs of the Planning Board and Select Board.

**Discuss and Act on Non-Charter Issues for Final Report**
- **Personnel-related matters**
  David Garrison clarified that the CRC is now proposing a new amendment for November 2020 Town Meeting. During a discussion about the draft statement on personnel, two issues emerged: the language about salary and pay plan is not meaningful and should be removed and there is apparently a belief that Town Meeting approval is needed to create a new position. The committee will review past Town Meeting articles and other documents to get clarity and take up the matter at the next meeting.

- **Delegation of some issues from Select Board agenda action**
  Tabled

**Discuss and Act on Committee Procedures**
- **Review remaining tasks**
  Personnel draft remains as well as work on delegation of issues from the Select Board. A public meeting will be held in August to present and discuss Town Meeting articles. Peter Clark will meet again with the Recreation Committee. Also, complete review of scrivener’s errors.
- **Other**
  Flannery du Rivage Rogers will be moving in August and will be leaving the committee at that time.

**Discuss New Business**
The Town Moderator expressed concern that he was not notified of the warrant in as timely a manner as he would like to be. Should this be addressed further? It could be placed in Bucket 2.

At 6:05 David Garrison moved to adjourn. Carter Hunt seconded.

**NEXT MEETING:**
- **Monday, March 23, 2020; 4:00 PM**

Relevant Documents

- Falmouth Home Rule Charter
- Minutes 2/10, 2/24
- Ballot Questions
- Draft Consistency Amends
- Draft CRC statement on personnel
- List of CRC Meetings