CHARTER REVIEW COMMITTEE VOTED MINUTES
Monday, August 17, 2020 – 4:00 p.m. (ZOOM)

Members Present: Peter Clark, H. Carter Hunt; David Garrison; Judy Fenwick; Daniel H. Shearer; Frank Duffy, Ex Officio
Members Absent: Charles McCaffrey

Chair’s statement of remote operating procedures and Other
Peter Clark called the meeting to order at 4:00 and called the role:
Peter Clark, present.
Carter Hunt, present
David Garrison, present.
Judy Fenwick, present.
Dan Shearer, present.

Frank Duffy, Town Counsel, present.

Hear Public Comment
None.

Discuss and Act on Minutes
Minutes of August 3, 2020
David Garrison moved to approve with a correction. Judy Fenwick seconded.
A roll call vote was taken. Motion passed (5-0). Unanimous.

Review New Committee Emails and Documents
None that would affect the committee’s deliberations, Peter Clark reported. He and Daniel Shearer hope to meet with the Recreation Committee in September.

Discuss and Act on Charter Amendment Recommendations
• Review and Act on 5 Recommendations for Submission to Select Board; Determine the Configuration of Recommendations on Alignment of Plans

In answer to a question about how articles for the ballot may be packaged, Frank Duffy said there is no rule against including several changes in the same amendment but it has not been done before and may confuse people. The committee settled on 5 articles to recommend to the Select Board for the November town meeting and 6 to be held over for 2021. Peter Clark clarified that the 5 amendments were:
1. C7 2 G
2. C3 3 A
3. C4 6
4. C5 3
5. C7-16 and C7 10-13

David Garrison moved to forward the 5 amendments as discussed to the Select Board for consideration for the November town meeting. Judy Fenwick seconded.
A roll call vote was taken. Motion passed (5-0). Unanimous.

The committee discussed the 6 amendments to be held for 2021 and put in the final report. They are:
1. C2 3
2. C3 6
3. C2 6
4. Delete C7 3
5. Change language of C3 2
6. C8 6

David Garrison moved to include the 6 amendments in the final report and for recommendation to the Select Board for inclusion on the warrant for 2021. Carter Hunt seconded. A roll call vote was taken. Motion passed (5-0). Unanimous.

• Review Drafts of Formal Warrant Language, if Available

The committee discussed the descriptions of the five amendments for the 202 warrant as drafted by Frank Duffy. The committee agreed that Peter Clark would work from Frank’s drafts in organizing the transmittal of the five amendments to the Select Board. The amendments will be presented in the order in which the sections occur in the Charter as was done with last year’s report to the Select Board. Peter Clark said he would display each proposed amendment in its final form, and then show how current text would be changed. The Committee agreed by consensus to this approach.

Discuss and Act on Non-Charter Issues for Final Report
• Discuss Statement on Delegation of Select Board Agenda Items to Foster Focus on Policy and Planning and Other Related Topics

The Committee discussed the results of the research done by Dan Shearer on the type and frequency of relatively routine issues found on the Select Board’s agendas (see “SBpolicyfocus statement for 8.17”). Committee members continue to have an interest in finding ways that the Board might delegate decisions on such items to other town officials or town bodies so as to free up more Board time to consider larger questions of policy and planning. Committee members recalled the Committee’s meeting early in 2019 with Board Chair Megan English-Braga during which the Board Chair said she did not think it was necessary to delegate these sorts of decisions, arguing that the staff preparation and Board review of such routine items was efficient and not overly time consuming. Nevertheless, several Committee members felt strongly that the delegation of authority along these lines would be helpful. The question of whether the town officials and town bodies that would likely be given such delegated authority should be consulted in advance before such a recommendation was made by the CRC. There was consensus within the Committee to put forward the delegation of authority recommendation in the CRC report on non-charter amendment issues. The Committee agreed to continue the discussion at a subsequent meeting.

Review Charter for Scrivener’s Errors and Other Issues; Article V and VI
Deferred. It was suggested that this be tackled first on future agendas.

**Discuss and Act on Committee Procedures**

- **Meeting schedule:**
  
  Next meeting: August 31.
  
  Meetings will generally be the 2nd and 4th Mondays this fall. Committee members were asked to email Peter Clark with scheduling availability in light of conflicts with possible town meeting and holidays.

  - Letter of Resignation from the Committee from Flannery Rogers: Received.

  - Issue of Recommendations for 2021. To be discussed at a subsequent meeting.

  - Topics for Final Report: Judy Fenwick is organizing a structure for the Committee’s consideration.

**At 5:35 David Garrison moved to adjourn. Daniel Shearer seconded.**

A roll call vote was taken. Motion passed. Unanimous.

**NEXT MEETING:**
- Monday, August 31

Relevant Documents

8/3/20 draft minutes

CharAmendRec doc

SBpolicyFocus doc

Resignation Letter from Flannery du Rivage Rogers