CHARTER REVIEW COMMITTEE VOTED MINUTES
Tuesday, October 6, 2020 – 3:00 p.m.

Members Present: Peter Clark, H. Carter Hunt; David Garrison; Judith Fenwick; Dan Shearer (joined about 3:45)
Absent: Charles McCaffrey

Chair’s statement of remote operating procedures and Other
Peter Clark called the meeting to order at 3:02 and took a roll call vote:
Peter Clark-present
David Garrison-present
Carter Hunt-present
Judy Fenwick-present
Maureen McIver, Recording Secretary-present

Hear Public Comment
None.

Discuss and Act on Minutes
Minutes of September 29, 2020
David Garrison moved to approve as amended. Carter Hunt seconded.
A roll call vote was taken. Motion passed (4-0) unanimously.

Review New Committee Emails and Documents
Several received from committee members and reviewed below.

Discuss and Act on Next Steps on Charter Amendment Recommendations
• Select Board Decisions at 10.5.20 Meeting on November Warrant
  Peter Clark reported that the Select Board was on notice of the CRC’s proposed amendment of the text of Warrant Article 5 (C3-3A and B). Mr. Clark will move the amendment to the printed warrant article at the Town Meeting.

  • Redraft and Update on Message to Town Meeting; content and approval
  Peter Clark reported that he got no feedback from the Select Board and town officials on the CRC’s proposed statement of explanation about the Charter changes on the Warrant. In answer to the question, Frank Duffy said it was appropriate for the CRC to send to statement directly to Town Meeting members. The Committee decided to send the full statement to the Town Meeting members once the Warrant was published on October 26.

Discuss and Act on Non-Charter Issues for Final Report
• Discuss Revised Statement on Delegation of Select Board Agenda Items to Foster Focus on Policy and Planning and Other Related Topics
  The Committee reviewed the latest draft of the section of the final report on “Select Board Agenda Focus on Policy and Planning”. Chairman Clark had added new text for the
Committee’s review. The first segment set forth a list of policy and regulatory topics that the CRC would urge the Select Board to consider if it agreed to free up time on its agenda by delegating a variety of ministerial functions as the CRC proposed. The Committee agreed to introduce the proposed list of topics by being clear that the listed items were illustrative and not exclusive. The second segment, addressing wetland permits, would be discussed further with Charles McCaffrey who was unable to make this meeting. Judy Fenwick proposed that the report also express support for having the Town fund and fill the long-proposed position of Assistant Town Manager for Community Development. Ms. Fenwick said she would draft language on this idea for the Committee’s consideration.

•Consider Revised Statement on Assessment of Future Challenges
The Committee considered the September 26th draft of a possible portion of the final report urging an assessment by the community of the Town’s governmental structure. A number of questions were discussed, including whether it helped the analysis to set forth the description of the Town’s population size relative to other similar sized municipalities with either town meeting or mayor/council forms of government. Since these are the two forms of government available in the state, the consensus was that this data seemed helpful in setting the context for a consideration of the effectiveness and efficiency of the Town’s current setup. The question of how such a community-wide discussion might be structured and led was discussed, including whether there might be a role for the Select Board and/or Town Meeting. CRC members were clear that the Committee was not taking a position on whether there should be a change in governmental form and, if so, to what form. Instead, the objective of this statement is to urge that the community to take up the issue. David Garrison and Carter Hunt asked to continue working on the proposed statement.

Begin Development of Final Report
•Consider Structure
Peter Clark shared a draft of a possible report structure. The committee agreed the draft seemed a good one.

•Review and Act on Scrivener’s Guidelines
Judy Fenwick agreed to proofread the full Charter with all of the proposed Scrivener’s changes before the Committee sends the changes to Town Clerk Michael Palmer.

•Consider Draft of “Paths Not Taken” Statement
The Committee discussed the draft proposed by David Garrison and Carter Hunt of a final report segment addressing issues not acted upon or voted down during the CRC deliberations. The Committee discussed whether there should be explanations for why each item on this list was deferred or voted down. The drafters of the list agreed to take a crack at adding explanations to each item.

At 4:34 Dan Shearer moved to adjourn. Judy Fenwick seconded. A roll call vote was taken. Motion passed (5-0) unanimously.

NEXT MEETING: •Tuesday, October 20 at 3:00 PM
Relevant Documents
CharAmendsRecom
ExcerptDraftTown Strategic Plan
2020 ComHandbook
CRC DGCH memo
DSideasSB
Draft Structure of Final Report