



TOWN OF LUNENBURG
Charter Review Committee

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OCT 31 2017

LUNENBURG TOWN
CLERK OFFICE

MINUTES

06 September 2017

Meeting Posted: Yes

Place: Ritter Memorial Building, 960 Massachusetts Avenue — Marian Benson Meeting Room

Time: 7:00PM

Present: Bob Ebersole (Selectmen), Jamie Toale (Selectmen), Michael-Ray Jeffreys (Planning Board), Katie Adams (School Committee), Michael Mackin (School Committee), Terry Burchfield (Finance Committee), Mark Erickson (Finance Committee), Steve Archambault (Community Representative), Nancy Gray (Community Representative)

SELECT OFFICERS

Motion, J. Toale, nominate B. Ebersole as committee chair, Second, M. Jeffreys, all aye. Motion, M. Jeffreys, nominate J. Toale as committee vice-chair, Second, S. Archambault, all aye. Motion, J. Toale, nominate M. Jeffreys as committee clerk, Second, B. Ebersole, all aye.

MEETING SCHEDULE

Members agreed to meet on the second and fourth Wednesdays of the month; no objections to meetings being televised and preference will be for meetings in Town Hall.

DISCUSSION

Chairman confirmed with members receipt of material distributed via email; he advised the committee on Open Meeting Law requirements and the need for a transparent process. All members were in agreement that the activities of the committee should involve community engagement. Members introduced themselves to another and stated the boards/committees they represent. Members voiced their current familiarity with the Town Charter and expressed initial thoughts and areas of interest.

ACTION ITEMS BEFORE NEXT MEETING

1. Members will review documents provided and bring up areas of interest at next meeting
2. Chairman, B. Ebersole will provide a version of the Town Charter that is double space and has larger font for members to mark-up and use as a primary reference
3. M. Mackin suggested a process for community members to remain abreast on the progress of the committee that also seeks their input. He will provide a draft of this process at the next meeting.

UPCOMING MEETINGS

Meetings are held at Town Hall, 7:00 PM, on the second and fourth Wednesdays of the month, unless otherwise indicated. Upcoming meetings:

27 September

11 October

25 October

ADJOURNMENT

Motion, J. Toale to adjourn, Second, Steve Archambault, all aye. Meeting adjourned at 7:44pm.

Documents:

Lunenburg Town Charter

Forms of Government in the Commonwealth of Massachusetts

Study on Structural Changes in Local Government in the Commonwealth of Massachusetts, Clark University (2010)

[Handwritten signatures and initials]
NMG
CJ
MJE
HWA