



TOWN OF LUNENBURG

Charter Review Committee

NOTICE OF MEETING

Wednesday, November 29, 2017 – 7:00 PM

Ritter Building

960 Massachusetts Avenue, Lunenburg, MA

In accordance with the requirements of the Open Meeting Law, please be advised that this meeting is being recorded and broadcast over the Lunenburg Public Access channel.

MINUTES

1. CALL TO ORDER

Chairman Ebersole called the meeting to order at 7:03 PM

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

Absent: Nancy Gray (Community Representative)

2. PUBLIC COMMENT

3. BOARD ANNOUNCEMENTS

4. MINUTES APPROVAL:

15 November

5. DISCUSSION:

a. Responses from Committees/Boards

Committee members have reached out to boards and are anticipating responses over the course of the month.

b. Board of Selectmen

i. Alternative name

c. Town Meeting

i. Schedule of meetings

ii. Identify alternative days and times

iii. Communication of Town Meeting

d. Elected Boards with employees

i. Accountable officers

ii. Employee review processes

iii. Termination processes

e. Charter vs. Bylaws for location of proposed changes

f. Director of Facilities

g. Town Clerk

i. Elected or appointed

h. Review highlights of Articles 1 & 2

Discussed highlights from the last meeting. General consensus for adding a brief explanation to some articles. Questions about why special town meetings require 100 signatures for citizen petitioned articles whereas scheduled town meetings only require 10. This difference comes from language in MA General Law. Finance Committee removed bylaws due to language being in the charter, with the understanding that there wasn't a substantial difference between the two. However, the charter does not have a requirement for members to be registered voters in town or residents. B. Ebersole noted that some religions (Jehovah's Witnesses) aren't registered to vote and requiring appointees to be voters could be prohibitive. 2-2, Town Moderator requested for a deputy to be appointed for the year and remove the requirement for the Town Clerk to be removed from being the back-up presiding officer. General disagreement on the second point, but consensus around having an appointed deputy moderator.

i. Highlight/Discuss Articles 3 & 4
Eligibility – elected officials have to be voted; unanimous consensus for appointed officials having the same.
Clarify posting for vacancies 3(1)f. In the event of two or more vacancies in an elected body, there's not a clear process for who sits and runs for what seat. Hypothetically, both could run for the longer term seat, and only one would be elected, unless either received write in votes to the vacant seat. Recall 3-1(3)g(1) – establish rules for recall. Due to the requirement to get 20% of the voters, there is not consensus to establish rules. Board of Selectmen name change. Consensus for implementing a survey to present this to the public. Appointments – review who should be appointed by the town manager instead of the Board of Selectmen. Appointment of temporary committees. Town counsel to weigh in on investigations. 3-3 School Committee: The term "elect" a superintendent was questioned. Consensus over ensuring consistent language for policy setting versus responsibility for day-to-day operations across all sections of the charter; compared and contrasted role of the superintendent to that of land use director. Mr. Mackin said that the school committee meets next Wednesday, Dec 6 (televised) and charter review is on the agenda. Mr. Toale suggested we should focus on the Town Manager sections for an entire meeting. Town Manager should participate and we should give her sufficient time to prepare. Mr. Ebersole said this needs to be scheduled, likely after the holiday. Brief conversation on Parks Commission policy setting versus responsibility for day-to-day operations. Mr. Ebersole suggested so we may need to meet with them. Mr. Erickson said he would be in touch with the Parks Commission and report back. Ms. Adams suggested she might help.

i. Brainstorm

6. ACTION ITEMS BEFORE NEXT MEETING

a. Continue to communicate with boards, committees, and departments to identify organizational inefficiencies and needs. Ms. Burchfield and Mr. Erickson will review the Finance Director section and report back on December 17. Mr. Ebersole to schedule meeting with Town Manager on January 10, if available.

7. PUBLIC COMMENT: none

8. BOARD COMMENT/CONCERNS: none

9. MEETING SCHEDULE:

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

13 December

10. ADJOURNMENT: 8:41pm