



TOWN OF LUNENBURG Charter Review Committee

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MINUTES
13 December 2017

DEC 28 2017
LUNENBURG TOWN
CLERK OFFICE

Meeting Posted: Yes
Place: Ritter Memorial Building, 960 Massachusetts Avenue
Time: 7:00PM

CALL TO ORDER

Chairman Ebersole called the meeting to order at 7:01 PM

Present: Bob Ebersole (Selectmen), Jaime Toale (Selectmen), Katie Adams (School Committee), Terri Burchfield (Finance Committee), Mark Erickson (Finance Committee), Steve Archambault (Community Representative), Nancy Gray (Community Representative)

Absent: Michael-Ray Jeffreys (Planning Board), Michael Mackin (School Committee)

Also present: David Passios

MINUTES

No minutes ready for review

DISCUSSION

Feedback from committees:

Ms. Gray: Cemetery commission proposing some changes; will meet with us in January. She explained what she could of the process for them. Mr. Ebersole then said we will make a recommendation at Town Meeting; the vote is then either yes or no. Some discussion ensued, including that this board had already determined we will need a 2/3 majority of this committee to move the proposed changes forward. After the discussion, Mr. Ebersole said he will clarify the process with counsel.

Ms. Burchfield: Library will submit their recommendations in writing. Ms. Burchfield outlined some of their issues. Mr. Toale reminded that boards with employees need consistent language. Ms. Burchfield said the Finance Committee meets tomorrow to review the charter with TM and Finance Director.

Ms. Adams: We should set out a timeline for ATM with milestones and dates. If we don't make ATM, we could have STM in the fall. Likely to have fewer warrant articles at STM. Perhaps an article at ATM would allow us to present a status update.

Mr. Ebersole: Met with sewer commission; asked for input for early January.

Mr. Erickson: Met with Parks last week and outlined the process for them. They have no direct employees. Heard from Trust Fund Commissioners; they heard there may be a move to make them appointed but believe they are elected by statute. Board of Health had this as an agenda item at their meeting last week.

Mr. Toale: COA is ok; no changes. Has not yet met with personnel committee. TM will meet with us in January. Mr. Archambault said we should make sure TM sees input from the Moderator about TM removal.

Highlights of Articles 1, 2, 3: Cannot complete these sections until we hear back from committees.

Discussion of Article 4: Conducted a quick review to prepare for meeting with TM in January. Consider adding 1 at large member to the TM Selection Committee, appointed by Moderator. To have an odd number, perhaps we also have 1 at large appointed by BOS. This will require more discussion. We highlighted some areas for more discussion or review with TM and others. During the discussion, Mr. Ebersole referenced the worksheet of appointed position and how they are appointed and said we would have further discussion on this. Had some discussion about some parks related property and who has jurisdiction; as written, Parks sets policy, TM (DPW) carries out operations.

Ms. Adams: Do we need a section under powers and duties of TM to ensure he/she responds to the public? Communication in general?

Dave Passios: In an emergency, TM has appointed emergency response coordinator.

Discussed our schedule and chance that we might miss ATM. Realistically, we may need more time. Input from committees by end of January, wordsmithing and legal review during February, public review during March, warrant prepared by early April. Ms. Adams raised a concern that this is an aggressive schedule that we may not be able to attain. Mr. Archambault agreed. She said she would draft a rough timeline with milestones for our next meeting. Mr. Erickson said we should try our best to be ready for ATM, as time is of the essence. Mr. Toale agreed..

ACTION ITEMS

1. Continue communication with boards and committees.
2. Mr. Ebersole will review the TM process with Town Counsel.
3. Mr. Ebersole said he would obtain a full inventory of all property and facilities so we can be clear of who is responsible for what.
4. Mr. Toale will share the Moderators input with TM.
5. Ms. Adams will draft a rough timeline with milestones.

PUBLIC COMMENT

None

BOARD COMMENT

None

MEETING SCHEDULE

Next meeting Wednesday, December 27, 2017, 7:00 PM tentatively at Town Hall

January 10, 2018, 7:00 PM

January 24, 2018, 7:00 PM

ADJOURNMENT

Motion to adjourn by Mr. Archambault, seconded by Ms. Burchfield, all in favor; 8:31