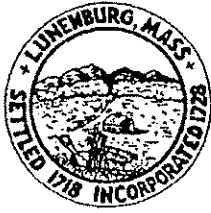


MAR 21 2018



TOWN OF LUNENBURG

Charter Review Committee

LUNENBURG TOWN
CLERK OFFICE

MINUTES

Wednesday, February 28, 2018

Meeting Posted: Yes

Place: Ritter Memorial Building, 960 Massachusetts Avenue

Time: 7:02PM

Present: Jaime Toale (Selectmen), Bob Ebersole (Selectman), Katey Adams (School Committee Representative), Mark Erickson (Finance Committee), Michael-Ray Jeffreys (Planning Board), Michael Mackin (School Committee Representative), Terri Burchfield (Finance Committee), Nancy Gray (Community Representative)

Absent: Steve Archambault (Community Representative)

1. CALL TO ORDER

2. PUBLIC COMMENT

No public comments

3. BOARD ANNOUNCEMENTS

None

4. MINUTES APPROVAL

None approved

5. DISCUSSION

7 pm Phyllis Luck regarding proposal to require minimum number of votes for a candidate to be elected as a write in

Ms. Luck mentioned that currently, there is not a minimum threshold for write in candidates to reach to be elected onto a town office. Ms. Luck recommended 42 votes (10% of last election where a governor was elected) to be the threshold for write-in candidates since that is the amount of signatures needed for a candidate to be on the ballot. J. Toale added B. Ebersole added that this should also become the minimum votes needed. General discussion. T. Burchfield, K. Adams, N. Gray, and M. Jeffreys would not support this change. T. Burchfield added that if it's under 42 it could be an interim appointment, but would like to see how often we find ourselves in the position where write-in candidates win with less than 42 votes. M. Erickson noted that if one can win the caucus with a simple unspecified majority of 2, then that should be the threshold. Ms. Adams noted changing this would restrict residents opportunities to participate. B. Ebersole called for a vote to continue this conversation. J. Toale and M. Mackin supported continuing the conversation, M. Jeffreys, K. Adams, N. Gray, M. Erickson, B. Ebersole, and T. Burchfield were opposed.

Feedback from survey

No results from the survey

Feedback from town committees and officers

Review, discuss and vote on draft charter changes as follows:

A. non-substantive changes (typos, grammar, flow, state law changes, department input)

1.2: Adding quotation marks around "Lunenburg Home Charter rule

1.7j: Changing definition of quorum to match MGL

2-3b: adding requirement to be a registered voter

2-4: changing language to first annual town meeting and adding in a second annual town meeting

2-7: changing to written or electronic and provided instead of mailed

2-10: adjusting rules of procedure to clarify how Town Meeting conduct is governed

3-2d: adding in requirement for appointments to be town residents registered to vote; adjusting positions appointed by the town manager and changing selectmen role from affirming to ratifying by the town manager. M. Jeffreys raised a concern about moving the appointment of the town accountant from the Board of Selectmen to the town manager. M. Erickson added that it's important to segregate duties but that he would support the appointment being by the town manager

3-3b1: changing "elect" to "select" for superintendent of schools.

3-5b: adding in "sole" to match language in MGL. Clarifying that the cemetery commission is a policy making body and should not manage day-to-day operations

3-7b: replacing the duties for the library trustees; language recommended from the library trustees. Town manager believe there may be a conflict with this recommendation.

3-9b: Clarifying that the cemetery commission is a policy making body and should not manage day-to-day operations

3-10: Need to adjust wording to clarify the relationship between the land use director

3-12: recommend changing town clerk to appointed and not elected

4-1: appointment of town manager — adding in that the town manager may appoint one resident voter, at large. Clarifying that the town manager shall not have served in "Lunenburg" town government in previous 12 months

4-2c: changing appointments from Board of Selectmen to Town manager with ratification by Town Manager.

4-2d: add in "evaluate and supervise" for positions appointed by the town manager

4-2e: clarifying that the town manager is the personnel administrator

4-2i: adding in "maintenance and repair" of town properties not otherwise controlled; discussed removing the word "full" and adding in "subject to policy by BOS"

4-2j: requiring contract negotiations to be ratified by the BOS

4-2m: removes language that specifically quotes MGL to allow the charter to be more flexible to changes

4-2s: broadens language to capital budget programs

4-5: requires town moderator to preside over a meeting for the removal of the town manager

5-3d3: removes redundancy

5-3d5: removes redundancy

6-3: removes requirement to post in newspaper; adds in posting on website and mailing to homes where resident voters reside

6-5: removes redundancy

7-8: clarifies posting requirement to exclude Saturdays, Sundays, and holidays; clarifies language to not say journal and minutes instead.

7-9: misspelling on coterminous

7-11: enforcement of charter provisions – authorizes town manager to faithfully see that provisions of the charter and bylaws are followed

8-5: continuation of service provision to allow current office holders to continue to serve

B. Clarifying changes (expanding language to reflect intent, additional provisions from other towns' charters to improve ours)

C. Major changes (SelectBoard versus Selectmen, Appointed versus Elected Town Clerk)

Straw Poll – 5 of 8 support changing to appointed from elected.

D. Proposed election changes (minimum number of votes for write-ins, term limits, ranked choice voting.

Term limits – proposed 3 terms for all elected positions. Discussed having a limit of 4 terms except planning board where it would be 3 elected terms, resulting to 12 – 15 years.

Additional survey and outreach efforts to seek town input on town clerk as elected vs. appointed and for Select Board versus Board of Selectmen. Committee will review results at the next meeting.

6. ACTION ITEMS BEFORE NEXT MEETING

a. Continue to communicate with boards, committees, and departments to identify organizational inefficiencies and needs.

7. PUBLIC COMMENT

8. BOARD COMMENT/CONCERNS

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:

March 7

March 14

March 28

10. ADJOURNMENT

9:23 – Motion by M. Mackin; adjourn by M. Erickson