

CHARTER ENFORCEMENT COMMISSION

Meeting Date: June 10, 2013

Meeting Location: Town Hall, Caucus Room

Meeting Time: 3 pm – 3:37 p.m.

Attendees: Tina Trudel, Chair; Geraldine Anathan, Astrid Berg, Ann Maguire, Julia Perry, Members

1. Attendees welcomed Ann Maguire as the new member of the Commission.
2. Commission voted Tina Trudel to serve as Chair, Ann Maguire to serve as Vice Chair, Julia Perry to serve as Secretary. All votes were unanimous.
3. Minutes of the following Meeting reviewed:
 - a. Minutes of March 26, 2012, reviewed and approved. Vote was 1-0, with 4 abstaining (only one current member was present at the March 26, 2012 Meeting).
 - b. Minutes of June 4, 2012, reviewed and approved with the addition of the words “or revision” in the phrase “review of the Charter”. Vote was 4-0, with 1 abstaining (abstention was a new member, who was not present at June 4, 2012 Meeting).
 - c. Minutes of July 23, 2012, reviewed and approved with one correction of the spelling of the name of the Town Counsel. Vote was 4-0, with 1 abstaining (abstention was a new member, who was not present at July 23, 2012 Meeting).
4. In the previous Meeting on July 23, 2012, the Charter Enforcement Commission voted to authorize Tina Trudel as Chair to draft and send a letter to the Board of Selectmen proposing appointment of an Ad Hoc Committee for the review and potential revision of the Town Charter. She did so by letter dated August 24, 2012. In response to that letter, the Board of Selectmen have scheduled the Commission to appear at their Meeting scheduled for July 22, 2013, at 6 p.m.
5. The proposed Agenda for the Meeting of the Charter Enforcement Commission with the Board of Selectmen on July 22, 2013, is as follows:
 - a. Whether the proposed creation of a Town Planner position is consistent with the Town Charter, or requires a revision of the Charter.
 - b. Whether it is appropriate to create an Ad Hoc Committee, to serve for one year, to address an overall review and potential revision of the Town Charter, based on the following:
 - i. It has now been over two decades since the last revision of the Town Charter.
 - ii. The Town Charter does not provide guidance on Ad Hoc Committees.
 - iii. The Town Charter does not clearly address Term Limits for members of the Town Committees.

- iv. The Town Charter does not clearly address attendance requirements for members of Town Committees.
 - v. The passage of time suggests that it might be appropriate to review the mandates of Town Committees and whether they are presently consistent with the scope appearing in the Town Charter.
 - c. Whether the Board of Selectmen wishes to direct the Ad Hoc Committee to address in writing the issue of mandates with the Chairs of each of the Town Committees.
 - d. Whether the Board of Selectmen wishes to direct the Ad Hoc Committee to hold open public meetings to collect comments regarding potential revision of the Town Charter from the citizens of the Town and the representatives of the Town Committees, with the option to submit comments in writing; all comments to be publicly available as the discussion of the potential revision of the Charter continues forward.
 - e. Whether the Board of Selectmen wishes to direct the Ad Hoc Committee to submit a recommendation in writing to the Board regarding the potential revision of the Charter. If a revision is recommended by the Ad Hoc Committee and approved by the Board of Selectmen, then that requires a Petition to the State Legislature which must be approved through a vote on an Article at Town Meeting, and the election of members to a Charter Revision Committee.
 - f. That the Charter Enforcement Commission is offering two of its members – Ann Maguire and Julia Perry – to serve on the Ad Hoc Committee at the discretion of the Board of Selectmen.
6. The Charter Enforcement Commission proposes to meet again on July 22, 2013, prior to its meeting with the Board of Selectmen.

Secretary: Julia L. Perry