

DRAFT

CHARTER COMMISSION FOR THE TOWN OF PROVINCETOWN

Meeting Minutes for July 11, 2016

Meeting held in the Judge Welsh Room of Town Hall

Present: Judith Cicero, Tom Coen, Michelle Crone-DeMarco, Marcy Feller, Steve Katsurinis, Julia Perry, Robert Vetrick

Absent Excused: Robert Speiser, Elizabeth Williams

The Meeting was called to order by the Chair at 1:05pm.

There was continued discussion of the Courtesy Guidelines. Marcy Feller provided alternate language for paragraph 2. The proposed language was adopted.

There was continued discussion of a proposed Budget. It was discussed that a proposed Budget should include those expenses to be covered by the \$2,000 available to the Commission by law, the expenses to be covered by the Town as part of Town Board operations, and the expenses that are anticipated to exceed both categories. Julia Perry and Tom Coen will continue to work on the proposed Budget.

Michelle Crone-DeMarco proposed that the Commission develop an advertising card with future Public Hearing/Public Forum dates to save on costs. Julia Perry agreed to discuss potential dates with the Town Clerk.

The Commission began discussion of the proposed Frequently Asked Questions for posting on the website, but had to extend that discussion to a future Meeting in order to address other items.

As previously decided, the Commission reopened discussion on the document titled Public Access to the Charter Commission. It was proposed that paragraphs three and four be reversed for clarification. Julia Perry agreed to prepare a new draft for the next Meeting on July 18.

Robert Vetrick did a presentation on clear writing. He proposed to provide additional samples.

Members were provided a list of the current Charter chapters and subchapters and asked to consider which sections or topics they wished to have lead responsibility for. Tom Coen has already begun discussions with the Finance Committee and will take the lead on matters related to Financial Planning. Judith Cicero volunteered to be the liaison to the Town Moderator. Members were also asked to consider which Committees or

organizations they wish to be liaison to. Robert Speiser has volunteered to serve as liaison to the School Committee and the Scholarship Committees, as well as to the Cultural Council.

The Minutes for the Meeting on June 20, 2016 were accepted.

It was confirmed that the next regular Meeting will be held on Monday, July 18 at 1 pm.

The Meeting adjourned at 2:15..