

## Charter Review Committee Minutes

October 12, 2021 at 3:30PM

Virtual-WebEx - recorded and available for viewing at the following link: <http://trurotv.truro-ma.gov/CablecastPublicSite/show/5094?channel=1>

A quorum of committee members was present: Brian Boyle, Nancy Medoff, Cheryl Best, Robert Panessiti, Chris Lucy, Bill Golden, (Meg Royka was absent).

Also present were: Select Board member Kristen Reed and Town Planner Barbara Carboni.

The meeting was started at 3:30 PM. Chair Boyle invited the public to call in and gave the necessary information to do so.

### Public Comment:

- No public comment

### 1. Agenda Item – Consideration of Minutes

- A motion to approve minutes as written was made by Ms. Best and seconded by Mr. Panessiti. Minutes were unanimously approved.

### 2. Agenda Item – Committee's annual schedule and charge

- Chair Boyle presented his annual work calendar and its relationship to the CRC charge starting with a public hearing in July. There was a discussion about the calendar and the annual public hearing, leading to a decision to have two public hearings, one as part of the pre-ATM and another in July to start the work year with input from the public.
  - **Action Item:** – Chair Boyle will update the calendar for our next meeting.

### 3. Agenda Item – Areas of Charter Reviewing for 2022 ATM

- Chair Boyle presented new language on the four items, which also removed gender-based pronouns. This was discussed and it was the opinion of the CRC that future output would be gender neutral. And that overall gender neutrality in the charter would be a future topic of discussion.
- Final language for each of the four sections below were discussed and voted upon:
  - **2.3.3 - Increase in number of signatures on a petitioned article from 10 to 30**
    - A motion to approve the new language below was made by Ms. Best and seconded by Mr. Panessiti. All agreed that the new recommended language will be:
      - *A petition on an approved form and signed by 30 registered voters of the Town shall secure inclusion of an article in the warrant of the Annual Town Meeting. A petition on an approved form and signed by 100 registered voters of the Town shall secure inclusion of an article in the warrant of a Special Town Meeting. Sufficient guidance shall be provided by the Select Board to the petitioners to ensure that the petitioned article is in the proper form to secure inclusion in the warrant. All petitioned articles must identify a voting lead petitioner for inclusion or consideration in the warrant. If lead petitioner is unable to be identified, the petition will be deferred until such time that lead petitioner is*

*contacted.*

- **6.2.10 – Changing the timeline from 45 to 60 days for boards to self-appoint prior to Select Board approval**
  - A motion to approve the new language below was made by Mr. Panessiti and seconded by Ms. Medoff. All agreed that the new recommended language will be:
    - *Vacancies on multi-member bodies shall be filled in accordance with General Law and in accordance with the provisions of this Charter by the Select Board or other appointing authority as may be established by General Law, this Charter, By-law or vote of the Town Meeting. If the vacancy is not filled within sixty days of the notification of the vacancy by the Chair of the multi-member body, the vacancy may be filled by the remaining members of the body with confirmation by the appointing authority within sixty days of the vote of the multi member body.*
- **6.2.12 – Language for new section regarding the removal of members from committees/boards**
  - Chair Boyle highlighted that the charter already has language for removal of members on appointed multimember committees/boards embodied in section 8.3.1, making a new section in the charter confusing. A discussion followed about if/how to amend 8.3.1.
  - Mr. Panessiti moved to table a vote on new language. Ms. Best seconded and all agreed.
    - **Action Item:** Chair Boyle will meet with the Ms. Carboni to craft any changes necessary in the 8.3.1 language and will bring that to the next CRC meeting.
- **6.4. 7– Addition of language regarding excused absences**
  - A motion to approve the new language below was made by Mr. Panessiti and seconded by Ms. Medoff. All agreed that the new recommended language will be:
    - *The unexcused absence of a member or alternate member for four consecutive meetings of an appointed multi-member body shall serve to vacate the office, unless such absence is approved by either the Chair or a vote of the multi-member body. The Chair of the body shall forthwith notify the appointing authority that such vacancy has occurred. The vacancy shall be filled in accordance with section 6-2-10 of this Charter and the appointee shall complete the vacant unexpired term.*

#### **4. Agenda Item – Update on Survey Monkey sent to three Committees/Boards**

- Ms. Medoff presented the updated survey for discussion. Ms. Best stated that she agrees with Ms. Medoff that the survey does not give us adequate information to make decisions regarding election or appointment. It was agreed that the survey is just one data point in a decision-making process and that it needs some minor amendment before sending it out to the next round of committees/boards.

- Ms. Carboni was asked to make general comments on the criteria used in the survey.
  - With regard to checks and balances, she stated that she starts with a consideration of statutory authority and does not see the Planning Board as a statutory check and balance to the Select Board.
  - With regard to required expertise, she stated that anyone who is motivated could gain the training and expertise necessary for any committee/board position.
  - With regard to election or appointment, she stated that she has seen both great and terrible planning boards in both situations.
- Mr. Panessiti brought up the 5-year term for Planning Board members as a discussion point and Ms. Carboni offered to look at the terms for planning boards in other towns.

#### 5. Agenda Item – Revised Petition Form

- There was a brief discussion about the new form that Ms. Royka had created. Mr. Panessiti stated that the creation of a form was an administrative function and not the job of the CRC. It was decided that since the CRC was already recommending charter language for the requirement of a lead petitioner, it was not the responsibility of the CRC to create a form for this purpose.

#### 6. Other Issues from any Committee members

- Mr. Panessiti requested that we put the elected/appointed issue onto the next agenda and complete that work.
- There was a discussion about whether we should be considering the Board of Health (BOH) as well as the three surveyed committees. Ms. Best felt it was important to get the survey out to them since election or appointment of the BOH was also a tabled vote at the Town Meeting.
  - **Action Item:** Chair Boyle will contact the Chair of the BOH to inform them that a survey is coming and he will then notify Ms. Medoff, who will send out the current survey.

#### 7. Next Meeting Schedule

- The next meeting will be November 22, 4:00PM

Mr. Panessiti made a motion to adjourn, which was seconded by Ms. Medoff and all agreed. The meeting was adjourned at 4:45pm

Respectfully Submitted



Cheryl Best

