

**Charter Review Committee
Minutes
Meeting of November 1, 2019; 4:00 p.m.
Select Board Meeting Room, Truro Town Hall**

A quorum of committee members was present: Brian Boyle, Jay Coburn, Gary Palmer, Bob Panessiti, and Meg Royka. Also present were Selectperson Maureen Burgess and Town Manager Rae Ann Palmer.

Several members of the public were present for public comment.

Draft minutes of the August 14, 2019 meeting were remanded for supplementation.

Chair Bob Panessiti opened the meeting by asking if there were any comments to be offered by members of the public. There being none, he proceeded to explain the operating procedures of the Charter Review Committee (CRC), that the process the committee follows is to research issues brought to the committee which are relevant to the Town Charter to determine whether to bring a recommendation first to an open public meeting for comments and then to the Board of Selectmen. Changes deemed by the BOS to be considered by Town Meeting vote are brought before TM and put to the vote. Issues passing TM vote are then forwarded to the Secretary of State for review; those passed then appear on the town's warrant at the following year's election before being incorporated into the Town Charter. Currently, the Charter Review Committee is looking into two potential issues; the first involves possibly codifying guidelines for the selection process of candidates for Town Manager, Police Chief and Fire Chief. The second is to determine if there is a trend or advantage in the adoption of an elected versus appointed planning board. In both cases, the Charter Review Committee is currently in the very early stages of information gathering. Chair Panessiti expressed his disappointment with the contents of a confidential correspondence within Town offices having been shared with the public. He further took full responsibility for an apparent misunderstanding made of the CRC's activities conveyed at a previous meeting. Selectperson Maureen Burgess also took responsibility for any misunderstanding arising from her discussions of the CRC's activities.

The Committee then took up the issues presently under consideration by the CRC. With respect to elected vs. appointed planning boards, Chair Panessiti distributed a document prepared by The Edward J. Collins Jr. Center for Public Management at UMass Boston which provides a framework for the consideration of elected and appointed boards. CRC members are asked to review the document and come prepared for a discussion at the next meeting. Mr. Coburn offered that the Collins Center is available for fee based consultation. Mr. Coburn moved that the CRC continue gathering information on elected vs. appointed planning boards and to invite the Truro Planning Board to participate in the discussion while we continue to explore whether to recommend change to the BOS. Motion was unanimously approved. Mr. Boyle noted that the Collins Center document does not deal with term limits for those serving on planning boards. Chair Panessiti asked that CRC members review the Collins Center document and come prepared to discuss it.

The second issue currently under consideration is the potential establishment of guidelines for the hiring of the Town Manager, Police Chief and the Fire Chief.

Selectperson Maureen Burgess reviewed the status of three of the BOS's Goals and Objectives for 2020: CS3, CS4, and CS6. CS3 which states that "the Select Board will hold a joint work session meeting with the Truro Housing Authority to develop ideas for affordable home ownership initiatives that would diversify the range of housing stock for people of varying AMI levels and to proactively initiate efforts to address the growing housing affordability gap." Ms. Burgess reported that the BOS will hold a joint meeting with the Housing Authority and that it has not yet occurred. With regard to CS4 which states, "The Select Board working with the Planning Board and the Zoning Board of Appeals will explore ways to increase use of the ADU bylaw", Ms. Burgess stated that a subcommittee consisting of Selectpersons Burgess and Reed as well as Planning Board members Greenbaum and Riemer has been established to look at the ADU bylaw, and that this subcommittee is not making any decisions and is working well together.

In response to a request made at the previous CRC meeting (August 14, 2019), Town Manager Rae Ann Palmer provided CRC members with copies of her recently updated Town Manager Job Description. Members are asked to review this document in preparation for the next meeting. Mr. Coburn suggested that Ms. Palmer seek legal opinion from Town Counsel as to whether it is appropriate for the Charter Review Committee to concern itself with policies for the hiring of the Town Manager, Chief of Police and Chief of Fire. Committee voted unanimously that Ms. Palmer should bring the question to Town Counsel. She noted that the job description for the Chief of Police is similar to hers, and that she has submitted a draft to the Board of Selectmen.

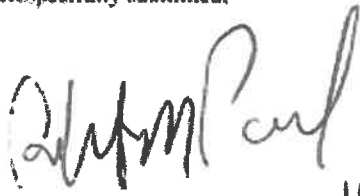
Ms. Burgess reported that there have been two applicants for the open position on the CRC, Cheryl Best and Bill Golden. Town Manager Palmer stated that it is appropriate for Committee Chair Panessiti to have candid discussions with candidates and report back to Ms. Burgess. BOS will make the appointments

Mr. Coburn moved to adjourn; Ms. Royka seconded. Vote was unanimous.

Next meeting: TBD

Adjourned: 5:15 p.m.

Respectfully submitted,



11/14/2020

Robert Panessiti, Chair

Compiled by Meg Royka
Clerk

