

**Charter Review Committee
Minutes
Meeting of September 18, 2015, 4:00 p.m.
Selectmen's Meeting Room, Truro Town Hall**

A quorum of committee members was present: Gary Palmer, Bob Panessiti, Amanda Reed, Meg Royka, Parker Small and Phil Smith. Committee member Brian Boyle was absent. Also attending was Town Administrator Rae Ann Palmer.

Draft minutes of the August 20, 2015 meeting were accepted.

No member of the public was present for public comment.

Ms. Palmer made copies available of the Charter with pending 2016 ballot questions noted within the appropriate sections.

Mr. Smith distributed drafts of proposed language for Chapter 4-2-10 and Chapter 5-4-3.

Mr. Smith led a discussion of Chapters 4, 5, and 6. The committee reviewed the draft prepared by Mr. Smith of 4-2-10, which after discussion was accepted by the committee with the substitution of "may" for the second "shall" in the first sentence; this sentence now reads, "...shall appoint a collective bargaining team which may consist of...". With regard to Chapter 5, we discussed sections 5-4-2, 5-4-3, and 5-4-5. With regard to 5-4-2 which deals with the appointment of department heads by the town administrator, we voted to substitute "shall appoint department heads" and delete "shall appoint the following" and also agreed to delete the list of specific appointees since adding or deleting to the list in the charter necessitates a town meeting vote as well as a ballot question. In 5-4-3, we voted to delete "multi-member bodies" from the list of individuals that the town administrator must consult as we felt that it was redundant with "appropriate elected officials" (already in the list). 5-4-5 deals with the Board of Selectmen's ability to over-ride the town administrator's appointment of specific individuals for full and regular part-time employment. We voted to change the time frame for this disapproval from "prior to the date of appointment" to "prior to the date of employment offer" and to further limit the BOS' ability to department heads only, feeling that the opportunity for other potential employees to be fully vetted would have occurred prior to an offer being extended.

With regards to Chapter 6, we briefly discussed the possibility of including a limitation of powers statement such as exists in Chapter 4 Section 5. Mr. Smith will continue to study Chapter 6 and bring his conclusions back to the committee at the next meeting.

Mr. Panessiti has been consulting with Ms. Palmer regarding the current workflow for the development of next year's annual budget and the deadlines outlined in the charter are believed to be achievable as they are presently written. It was suggested that 7-1-2-c-3 be stricken as it is an operational issue. Mr. Panessiti and Ms. Palmer indicated they will meet prior to the next meeting of this committee to review 7-1-3 and 7-3-2 and to provide drafts of these two sub-sections. Mr. Palmer provided Mr. Panessiti and Ms. Palmer with a draft he had prepared of 7-1. Lastly, it was suggested that 7-2-1-d was an operational rather than a capital budget issue and should be stricken from this section dealing with the capital improvement plan.

Action Items:

Mr. Smith to report on his study of Chapter 6.

Ms. Palmer and Mr. Panessiti to present Chapter 7 recommendations at the next meeting.

Next meeting: October 20, 2015, 4:00 p.m

Adjourned: 5:15 p.m.

Respectfully submitted,



Meg Royka
Clerk

