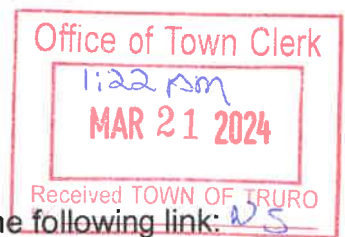


CHARTER REVIEW COMMITTEE MEETING MINUTES
Wednesday, November 15, 2023, at 5:30 pm EST



Meeting conducted via Virtual-WebEx - recorded and available for review at the following link: <http://trurotv.truro-ma.gov/CablecastPublicSite/show/5986?channel=1>

A quorum of committee members was present:

Nancy Medoff - Chair, Bob Panessiti - Vice Chair, Michael Cohen, Fred Fehlau and Brian Boyle. Chris Lucy did not attend. There is one vacant seat on the Charter Review Committee that has not been appointed yet by the select board.

Chair Medoff called the meeting to order at 5:30 pm, invited the public to call in, and provided the necessary information.

Note: Select Board Liaison - Sue Areson joined the meeting.

Public Comment Period

- Chair Medoff opened the meeting for public comment. No public comment took place.

Agenda Item – Approval of prior meeting minutes

- Brian Boyle made a motion, and was seconded by Fred Fehlau to approve the August 24, 2023, and October 4, 2023.

Agenda Item – Update and continued discussion on section 2-3-3

- Led by Chair Medoff, an in depth, twenty-five-minute discussion took place.
- The focus was fine tuning (providing guidance) how a citizens petition makes it on the warrant.
- Prior to this meeting, Chair Medoff met with the Town Manager and Assistant Town Manager, and all agreed that better petition language could be put on the form. It was also suggested to enhance communication that moving forward, the February Select Board meeting includes an agenda item on how to submit a petition is reviewed and submitted. . It was strongly recommended that the Petitioner engages with the Town.
 1. An informal consult with the town regarding the citizen's proposal.
 2. Also, to have the citizen's proposal be brought to a Select Board meeting for discussion.

While there may be occasion occasion where a citizen petition may not be aligned with Select Board goals and objectives – discussion with the Town prior to submission will identify departments affected and think through the downstream effects of the petition – thus aiding the citizen to better position for inclusion in the warrant.

- After dissecting this matter quite thoroughly, the consensus amongst the CRC members is that the charter should provide a framework only. Making sure a Citizen's Petition meets the necessary deadlines with additional support through Select Board policy and information the petition form.
- Chair Medoff, after all of this discussion, it goes back to working together to yield the correct results.
- Led by Chair Medoff, the CRC voted and agreed to keep existing language in the Charter.

Agenda item – Finalize recommended Charter language section 4-5-2

- Chair Medoff led the discussion, and asked for any *final recommendations* for suggestions to section language as agreed upon in prior meetings. Language from this meeting will be what is sent for inclusion in the warrant. The final language is as follows:
- 'Multimember bodies and its members shall not give direction to town employees except through the Town Manager or their designee.'

- A motion by Vice Chair Bob Panessiti to recommend that the charter language in section 4-5-2 and 6-2-12 be amended to the new language that was discussed by the CRC and that we make the recommendation to the SB. It was seconded by Brian Boyle. A roll call was taken with unanimous support.

Agenda Item – Charter language section 6-2-12

- Similar to Charter language 4-5-2, Chair Medoff led the discussion, and asked for any *final recommendations* from the CRC members. The final language is as follows:
- ‘Multimember bodies and its members shall not give direction to town employees except through the Town Manager or their designee.’
- A motion by Vice Chair Bob Panessiti to recommend that the charter language in section 4-5-2 and 6-2-12 be amended to the new language that was discussed by the CRC and that we make the recommendation to the SB. It was seconded by Brian Boyle. A roll call was taken and the motion passed with unanimous support.

Agenda Item – Update on posting, updating and history of Charter on town website along with modernization of format

- Dave Bannard, a Truro resident, submitted an application for the one vacant seat on the Charter Review Committee.
- Both CRC Chair Medoff and CRC member Fred Fehlau spoke to the Truro Town Manager and Assistant Town Manager regarding the Town of Truro Charter and how to update it online with access to prior historical changes. The goal: 1. have a document that would have proper references to the eleven different charter versions online as a live document that could be researched by all. Currently the Town Manager explained that the existing software needs to be updated to software that enables the ability to code publishing web based. There is a possibility that this new software may be procured by May of 2024. In the meantime, CRC member Fehlau will work with the Assistant Town Manager in building a master document that will be available when the new software is up and running. This will involve cataloging all eleven versions of the Town of Truro Charter.
- Madam Chair updated the CRC by informing that the Town of Truro will be getting a new website in 2024 and the new Charter software is intended to be included.
- Madam chair has requested a header of the charter version year on the town website.
- The Assistant Town Manager will hide old online versions of the charter to avoid confusion until the roll out of the new software.

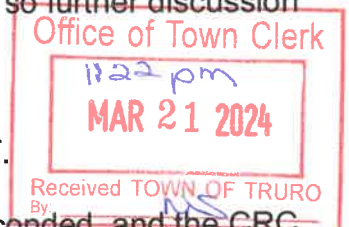
Agenda Item - Discussion regarding standing building committee

- CRC member Brian Boyle described the need for upcoming building evaluations that will need to be completed. There is an existing Building Committee charge. Perhaps to encourage the Select Board to re-establish the committee.
- Though it is not in the CRC Charge, Select Board Liaison to the CRC, Sue Areson, is willing to take back to the Select Board that the CRC believes it is a good idea to have a standing Building Committee.
- Member Lucy was not present, and he asked for this item to be included so further discussion is anticipated at next CRC meeting.

Agenda Item – Agreement on next meeting date

- Chair Medoff recommended Thursday, January 18, 2024 at 5:00pm EST.

Bob Panessiti made a motion to adjourn the public meeting. Michael Cohen seconded, and the CRC members approved on a roll call. Accordingly, the public meeting adjourned at 6:28 pm EST.



Respectfully submitted,
Michael Cohen

