



# TOWN OF NORTON CHARTER COMMISSION

Monday, July 27, 2020  
7:00 P.M.

Town Clerk Date/ Time Stamp

RECEIVED  
NORTON TOWN CLERK  
2020 OCT 29 P 4: 14

**Remote Participation Only (Public Welcome):**

<https://us02web.zoom.us/j/85332417381?pwd=SDJHMFpMWit2aERPRjJicVFuK0Q3dz09>

**Join via Phone (one tap mobile):**

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**Meeting ID:** 853 3241 7381

## ~MINUTES~

**1. Call to Order: Roll Call, Ask / Announce Recording**

The July 27, 2020 meeting of the Charter Commission was called to order at 7:04 PM, by Ms. Laura Parker, Chair.

Members Present: Ms. Janey Goodwin, Mr. Dave Heaney, Ms. Denise Luciano, Ms. Sandy Ollerhead, Mr. Kevin Schleicher, Mr. Keith Silver, and Ms. Kerry Snyder.

Members Absent: Mr. David Wrenn

**2. Acceptance of prior meeting minutes**

Motion was made by Ms. Snyder to accept the minutes of July 13, 2020. Seconded by Ms. Goodwin. Vote: Ms. Goodwin – yes; Mr. Heaney – yes; Ms. Luciano – yes; Ms. Ollerhead – yes; Ms. Parker – yes; Mr. Schleicher – yes; Mr. Silver – yes; Ms. Snyder – yes. MOTION CARRIES.

**3. Discussion of administrative items**

Mr. Silver noted he is in favor of the draft charter that was voted on at the last meeting.

Ms. Ollerhead has heard back from one printing company with an estimate and should hear back from a second company tomorrow.

**4. Public Comment – Open forum**

No members of the public wished to speak.

**5. Technical updates to draft charter (with Lauren Goldberg)**

- Add to charter that the Town Council appoints the Town Accountant
- Town Accountant will report to the Town Manager
- Town Attorney will be hired by Town Manager
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Motion was made by Ms. Snyder to accept the Town Attorney will be appointed by the Town Manager and not require confirmation of Town Council. Seconded by Mr. Heaney. Vote: Ms. Goodwin – yes; Mr. Heaney – yes; Ms. Luciano – yes; Ms. Ollerhead – yes; Ms. Parker – yes; Mr. Schleicher – yes; Mr. Silver – yes; Ms. Snyder – yes. MOTION CARRIES.

**6. Review, discussion and vote on draft preliminary report**

- Change references of “subcommittees” to “standing committees”
- Mr. Heaney will send technical amendments to Ms. Parker
- Ms. Goldberg suggested some edits in wording

Motion was made by Mr. Heaney to accept the new "Proposed Organization" chart. Seconded by Ms. Snyder. Vote: Ms. Goodwin – yes; Mr. Heaney – yes; Ms. Luciano – yes; Ms. Ollerhead – yes; Ms. Parker – yes; Mr. Schleicher – yes; Mr. Silver – yes; Ms. Snyder – yes. MOTION CARRIES.

Motion was made by Mr. Heaney to accept the preliminary report as it currently stands in its material form save any technical edits that may be required. Seconded by Mr. Silver. Vote: Ms. Goodwin – yes; Mr. Heaney – yes; Ms. Luciano – yes; Ms. Ollerhead – yes; Ms. Parker – yes; Mr. Schleicher – yes; Mr. Silver – yes; Ms. Snyder – yes. MOTION CARRIES.

**7. Public Hearings discussion**

The virtual Public Hearing will be held on August 17<sup>th</sup> at 7:00 PM (there will be no meeting on August 10<sup>th</sup>). The outdoor Public Hearing will be held at the Norton Library Park gazebo on August 22<sup>nd</sup> at 9:00 AM. Ms. Ollerhead will send an email invitation to all who we met with previously.

Format—give overview of the recommendations. there to listen, not give comment or rationale. Refer people to meeting where particular deliberations for that topic occurred. Advertising will be done on Facebook, Norton Media Center, electronic billboard in front of Town Hall, Norton Alerts, town website, and in the Sun Chronicle.

**8. Adjournment**

Motion was made by Mr. Heaney to adjourn the Charter Commission meeting at PM. Seconded by Ms. Ollerhead. Vote: Ms. Goodwin – yes; Mr. Heaney – yes; Ms. Luciano – yes; Ms. Ollerhead – yes; Ms. Parker – yes; Mr. Schleicher – yes; Mr. Silver – yes; Ms. Snyder – yes. MOTION CARRIES.

Minutes respectfully submitted by: Sandra Ollerhead

Minutes approved by the Board or Committee on: 9/14/20

Chairman Signature: [Signature]