



TOWN OF NORTON CHARTER COMMISSION

Board of Selectmen Meeting Room
Town Hall, 1st Floor

Monday, July 22, 2019
7:00 P.M.

Town Clerk Date/ Time Stamp

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~MINUTES~

1. Call to Order: Roll Call, Ask / Announce Recording, Pledge of Allegiance

The July 22, 2019 meeting of the Charter Commission was called to order at 7:00 PM, by Ms. Laura Parker, Chair.

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

Members Absent: Mr. Dave Heaney, Mr. Keith Silver, and Mr. David Wrenn.

2. Acceptance of Minutes

A motion was made by Ms. Luciano to accept the minutes of July 8, 2019. Second by Ms. Snyder. Vote: Unanimous.

3. Discussion of administrative items as needed

Dropbox is up and running. Everyone should have gotten an invitation so that they can access the files and add any files they want to share.

Town Counsel has ruled that it is not necessary to appoint a Charter Committee in 2020.

4. Public Comment – Open forum

No members of the public wished to speak

5. Information Gathering & Research:

a. Interviews:

1) Director of Veterans' Services: Estelle Flett

- Gave a brief explanation of her role and the role of her staff
- Reports to the Town Manager and is comfortable with autonomy that she currently has
- Recently the Department of Veterans Services has been increased the training requirements for Veteran Service Officers
- Feels it's beneficial that she is in Town Hall versus at the Senior Center
- Doesn't think that Town Meeting is working because it's not well attended by *everybody*; would like to see something that can best represent the town as a whole
- Full time Human Resources and IT positions are needed

2) Chief of Police: Brian Clark

- Gave an overview of the police department's current staffing
- Feels he has autonomy
- Full time IT, Records Clerk, and mechanic positions are needed
- Regional communication center will be beneficial for quality control purposes

- Many towns are getting out of Civil Service and Norton should consider this as well
- Open Town Meeting is archaic; it's tough to plan for and often run by special interests

3) Select Board member Mike Flaherty

- Likes that everybody gets a chance to vote on every little thing
- Participation is an issue when it comes to attendance at Town Meeting; often gets loaded by the special interests of one side or the other
- Term limits are great if you have a multitude of people who are interested in running; however, concerned that won't be the case in Norton
- Water/Sewer Commission could use appointed positions due to the skill level needed
- Town Manager position is very detailed in the charter; however, there is no mention of the Superintendent
- Should have postings available on the town website versus the newspaper
- Moderator has a lot of appointment power which could be an issue down the road

4) Upcoming interview schedule updates

An updated schedule was distributed and discussed.

b. Survey:

1) Discussion of Dave Heaney's draft

Everyone agreed on the draft questions that Mr. Heaney provided. Mr. Schleicher suggested providing paper copies of the survey and allowing people to bring completed surveys to town hall. Paper copies can be made available at the Town Hall and Senior Center. There was discussion regarding having commission members visit the Senior Center to explain the purpose of the survey. Ms. Parker will get a link up on the website and post on Norton Alerts. Ms. Goodwin also suggested directly emailing anyone who has signed up for updates.

2) Implementation discussion: timing / duration

The consensus was to get the survey out as soon as possible and leave it up for at least as long as the commission is still conducting interviews.

c. Charter reviews:

1) Discussion of Plymouth's Charter

- Gives a good guide of parameters to set up if using Representative Town Meeting
- Planning Board is in charge of maintaining Comprehensive Master Plan and the charter is very specific in outlining policies for the CMP
- Town election is on Saturday
- Criteria for a referendum was outlined
- Charter is reviewed every 5 years
- DPW section in the charter would be interesting to look at further if there is a decision to go in that direction

6. Other Business: Topics not reasonably anticipated 48 hours in advance

7. Next Meeting: August 5, 2019

a. Next town's charter review: Dedham

8. Action Items: Clerk to review

Ms. Luciano will reach out to the Senior Center about survey options.

Ms. Parker will reach out to Mr. Heaney about getting the survey live as well as post the link on Norton Alerts.

Ms. Goodwin will share the link to the survey on local Facebook groups and email everyone who signed up for updates at the Public Hearing.

9. Adjournment

Motion to adjourn made by Ms. Snyder at 9:16 PM. Second by Ms. Luciano. Vote: Unanimous.

Minutes respectfully submitted by: Dan - Oberhead

Minutes approved by the Board or Committee on: 8/5/19

Chairman Signature: Laura L. Parker