



TOWN OF NORTON CHARTER COMMISSION

Board of Selectmen Meeting Room
Town Hall, 1st Floor

Tuesday, October 22, 2019
7:00 P.M.

Town Clerk Date/ Time Stamp

NORTON TOWN CLERK
019 NOV 20 A 9:37

~MINUTES~

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

The October 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, Mr. Dave Heaney, Ms. Denise Luciano, Ms. Sandy Ollerhead, Mr. Kevin Schleicher and Mr. David Wrenn.

Members Absent: Mr. Keith Silver and Ms. Kerry Snyder

2. Public Comment – Open forum

No members of the public wished to speak.

3. Information Gathering & Research - Interviews

a. Norton Public Library Director: Lee Parker

- Appointed by the Library Trustees--9 members who meet monthly
- Currently open 45 hours per week; goal is to get to 50 hours per week
- Library is both a town department plus an incorporated 501C3
- Most other libraries are fully funded by the town and have more staffing
- Would be great if the building committee included the library because it is a town building

b. Library Trustees: Brian Stalters

- Most funds do not come from the town for the building
- Have to pay prevailing wages to get the building fixed
- Would be nice for the town to have a financial plan for more than the current year
- Would like to be kept more informed with the finances throughout the year so that they would have an idea what they are going to get and plan raises

c. Permanent Building Committee: Dinah O'Brien

- Permanent Building Committee members are appointed jointly by the Select Board and School Committee
- Charge of the committee is to manage the construction and maintenance of all town buildings
- Committee only comes into action when the need arises
- Currently completing a town wide assessment of municipal buildings

d. Recreation Commission

Audrey Moschella

- Board consists of 7 members with 6 alternates and meets quarterly
- Commission organizes and creates events that happen throughout the year
- Would be nice to be included in the interview process for director

Heather Creegan

- Feels the board should have been involved with the hiring of the new director and known who was hired prior to the announcement at the Board of Selectmen meeting
- Would be nice to have a digital ticketing system
- Currently resources are slim and could use more staffing

Mark Sweeney

- Events are all run on donations and not coming from town funding
- Thinks Norton is too big for Town Meeting and that we should move to RTM or Town Council
- Feels the Town Moderator wields a lot of power including appointing the Finance Committee

4. Acceptance of prior meeting minutes

A motion was made by Ms. Luciano to accept the minutes of October 7, 2019. Second by Mr. Wrenn. Vote: Unanimous.

5. Discussion of administrative items, as needed

a. Upcoming interview schedule update

No updates to the schedule have been made

b. Survey update

There have been 124 responses so far. Flyers were passed out at Town Meeting last night. Ms. Goodwin will add responses to the list of issues she is compiling. The plan is to close out the survey at the end of November.

c. Remote Participation update

Select Board has approved remote participation. Each board that votes to accept using remote participation will need every member to sign the policy. The commission will have a formal vote at next meeting.

6. Information Gathering & Research – Discussion

a. Report of Kevin Schleicher Jr.'s visit with COA

Mr. Schleicher visited the Senior Center in order to give an overview of the work that the commission is doing and explain the survey. Much of the feedback received was centered around the need of a new senior center building and increased funding for the Council on Aging.

b. Discussion of additional information needed by Charter Commission

- Ms. Luciano will check with the Town Clerk on numbers of attendees at town meeting the last 5 years and get election ballots for the last few years
- Mr. Wrenn will get more information from towns that use RTM
- Mr. Schleicher will ask the Town Manager about the current costs of IT
- Ms. Ollerhead and Mr. Silver will talk to town managers in towns who recently switched to a DPW
- Ms. Goodwin will look into how Finance Committee is appointed in other towns

7. Topics not reasonably anticipated 48 hours in advance

8. Next Meetings: November 4, 2019 and November 7, 2019

a. Next town's charter review: Foxboro (for discussion November 7th)

9. Action Items: Clerk to review

Ms. Parker will send out the remote participation policy.

10. Adjournment

Motion to adjourn made by Mr. Schleicher at 9:32 PM. Second by Mr. Heaney. Vote:
Unanimous

Minutes respectfully submitted by: Dan Ollerhead

Minutes approved by the Board or Committee on: 11/4/19

Chairman Signature: [Signature]