



TOWN OF NORTON CHARTER COMMISSION

Norton Public Library

Monday, March 9, 2020
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 March 9, 2020 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, Mr. Keith Silver, and Mr. David Wrenn. Mr. Dave Heaney participated remotely.

Members Absent: Ms. Kerry Snyder

2. Public Comment – Open forum

No members of the public wished to speak.

3. Acceptance of prior meeting minutes

Motion was made by Mr. Schleicher to accept the minutes of February 24, 2020.

Seconded by Ms. Goodwin. Vote: Ms. Goodwin - yes; Mr. Wrenn - yes; Ms. Luciano - yes; Mr. Silver - yes; Ms. Ollerhead - yes; Mr. Schleicher - yes; Ms. Parker - yes; Mr. Heaney - abstain. MOTION CARRIES.

4. Discussion of administrative items, if any

The May 19th meeting will be held at the Police Department. Ms. Parker is looking into the possibility of using this as the permanent meeting location from June-September. As an alternative, there is an option of using the Highway Department for meetings.

5. Review of first draft of charter sections completed by Lauren Goldberg

Ms. Parker has not yet received a draft of the charter from Lauren Goldberg. She has tabled this until the next meeting when Ms. Goldberg should be in attendance.

6. Discussion and potential vote(s) of Charter elements:

a. Remaining decisions related to DPW & Water / Sewer Commission:

Ms. Parker would like to ask for guidance from Ms. Goldberg to determine what level of detail should be in the charter itself as well as how having the Town Council serve as the Water/ Sewer Commission affects their powers and duties. Further decisions were deferred until more guidance was received from Ms. Goldberg.

b. Boards, Commissions and Committees

Ms. Parker stated that she is inclined to have just the elected boards included in the charter unless Ms. Goldberg can give any reasons to include any appointed positions. Ms. Luciano questioned whether the Town Clerk should be included in the charter. Mr. Schleicher pointed out that the Town Clerk would fall under the employees who were appointed by the Town Manager. The question on whether the Town Clerk should be included will be added to the list of questions for Ms. Goldberg.

It was decided to change the title "Town Counsel" to "Town Attorney" anywhere it appears in the charter.

Ms. Parker brought up the language in the Westwood charter that gave the option for any elected or appointed board or commission, other than the Zoning Board of Appeals, to have two alternates. Mr. Schleicher suggested asking Ms. Goldberg to weigh in on whether it would be beneficial to include language about alternates in the charter. Ms. Luciano suggested outlining the powers and responsibilities of alternates in the charter. Ms. Ollerhead questioned whether that needed to be included in the charter or the bylaws. Ms. Parker would like to ask Ms. Goldberg whether there is anything about alternates in Massachusetts General Laws. Mr. Schleicher raised concerns about having alternates for elected boards given that they would need to be appointed. Decisions on what to include in the charter in terms of alternates was deferred until the next meeting.

Ms. Ollerhead stated that she would like to see the charter include language about whether someone who held an elected position could serve on the Charter Commission. She also suggested considering the following language from the Southbridge charter which stated, "Any elected or appointed member of a quasi-judicial board (zoning board of appeals, the conservation commission, the board of health, the liquor licensing board, and the special permit granting authority) shall be limited to one such board and ineligible to serve on any other such quasi-judicial board during that member's term."

Ms. Luciano pointed out that the Town Manager, as the appointing authority, should be mindful of who he/she is appointing to different boards and committees and what their other responsibilities are and shouldn't be appointing people who have conflicts. It was decided to include the language from the Southbridge charter and include the Planning Board in the list of quasi-judicial boards. It was also agreed that the language stating that nobody can serve on two elected boards would remain in the charter.

7. Next Meeting: March 23, 2020 in Norton Public Library

- Review draft of charter
- Ask Ms. Goldberg about DPW, alternates, and other questions that have come up
- Initiate discussions on budget process

8. Adjournment

Motion was made by Ms. Luciano to adjourn the Charter Commission meeting at 8:21 PM. Seconded by Mr. Schleicher. Vote: Unanimous.

Minutes respectfully submitted by: Dawn Ollerhead

Minutes approved by the Board or Committee on: 3/23/20

Chairman Signature: [Signature]