



TOWN OF NORTON CHARTER COMMISSION

Board of Selectmen Meeting Room
Town Hall, 1st Floor

Monday, May 20, 2019
6:30 P.M

Town Clerk Date/ Time Stamp

RECEIVED
NORTON TOWN CLERK

2019 MAY 16 A 10:15

~AGENDA~

1. Call to Order: Roll Call, Ask / Announce Recording, Pledge of Allegiance
2. Acceptance of Minutes
3. Review of Meetings Process / Procedures
4. Public Comment – Open forum
5. Discussion of 5/17/19 meeting with Michael Yunits - Chair / Vice Chair
6. Review of project timeline and deliverables
 - a. Major milestones review
 - b. Town website design and information – review of draft from Chair
 - c. Sun Chronicle article – review of draft from Vice Chair
7. New Business:
 - a. Public hearing discussion:
 - Information to NMC - Community Pages airing
 - Sign-In sheet
 - Form of meeting
 - Questions to encourage discussion
 - Public feedback tracker
 - b. Other towns' meetings: calendar, attendee scheduling
 - c. Review of other towns' charters: process and scheduling
 - d. List of invited speakers / prioritize / order – review draft from Clerk
 - e. Reminders:
 - Campaign finance paperwork deadline
 - Conflict of Interest disclosure reminder
 - f. Email protocol discussion
 - g. Meeting place discussion
8. Other Business: Topics not reasonably anticipated 48 hours in advance
9. Next Meeting: May 28, 2019 - Agenda Items
10. Action Items: Clerk to review
11. Adjournment