

## CHARTER REVIEW COMMITTEE

November 4, 2019

**COMMITTEE MEMBERS PRESENT:** Peter Dunlop, Judith Whiteside, Jacqui Nichols, Kim Shaver-Hood, Bob Fichtenmayer and Holli Van Nest

**SELECTMAN PRESENT:** Alan Slavin

Alan Slavin opened the meeting at 6:32 p.m.

Jacqui Nichols moved to select Kim Shaver-Hood as Clerk of the Committee, seconded by Bob Fichtenmayer. After discussion, the motion was withdrawn by a vote of 6-0-0. Bob Fichtenmayer moved to select Judith Whiteside as Chair, seconded by Jacqui Nichols. Motion approved 5-0-1.

After discussion of the duties of the Clerk, Jacqui Nichols moved to appoint Holli Van Nest as Clerk, seconded by Bob Fichtenmayer. Motion approved 6-0.

A contact sign-up was distributed for all to sign.

After discussion about when to meet, we decided to continue meeting on Mondays at 6:30 p.m., location to be determined. We agreed to meet for the rest of the year 11/18, 11/25, 12/2, 12/9 and 12/16, and most Mondays in 2020 up until Town Meeting in April. Most meetings are expected to be no longer than 2 hours.

The work of the committee will include reviewing the Charter and the Bylaws, neither of which are all updated with changes that have been made. Holli Van Nest will forward to the rest of the Committee an e-mail from Derek Sullivan to Alan Slavin (provided by Alan Slavin to Judith Whiteside) with the start of a list of charter changes that haven't been updated.

Per Alan Slavin, we do not need to review zoning bylaws. Also per Alan Slavin, we have authority from the Chair of the Board of Selectman to contact Town Counsel if we have any questions. If we have questions on procedure, we can contact Alan Slavin and he will come to a meeting.

For November 18, 2019 meeting, all members are asked to bring a copy of the charter and bylaws with them (both of which are available online), and members are asked to read the charter, bylaws, the memo from Derek Sullivan and the open meeting law (also available online). Members should also bring notes about what they want to discuss. Judith will post the agenda at the Town Clerk's office and ask them to have it posted online.

Mary Ann Silva and Nan Evans have been appointed to the Committee but have not yet been sworn in.

Motion to adjourn made by Peter, seconded by Jacqui. Meeting adjourned at 6:57 p.m.

Respectfully submitted,

*Holli Van Nest, approved 11/18/19*  
Holli Van Nest