

**This document contains a brief explanation of the proposed Charter changes listed on Chart 2 on file at the Town Clerk's office, as well as on the website.**

2-3 Time of Meeting

The change recommends updating the section to reflect the accurate date of the October Annual Fall Town Meeting.

2-5 (a) Committees

The change recommends adding the phrase 'the following committees are permanent committees of the Town.'

2-5 (c,d) Capital Planning Committee

The change recommends replacing the Town Accountant with the Finance Director as a member.

3-1 General Provisions

This change recommends inclusion of the words ' Board of Sewer Commissioners. ' It also recommends removal of the words 'town clerk' presuming the recommendation to make the Town Clerk appointed rather than elected is passed.

3-5 Board of Assessors

This section was rewritten with the guidance of the Director of Assessment to correctly reflect the duties and responsibilities of the elected assessors, as well as the director of assessment, under Massachusetts Law. The change is recommended.

3-6 (a) Town Clerk

The change recommends the Town Clerk become appointed by the Town Administrator, as other department heads are now appointed. This recommendation has the Town Clerk's full support. According to the Massachusetts Municipal Association more than a third of towns in Massachusetts have already adopted this change.

3-7 (b-6) Board of Sewer Commissioners

The recommended change includes a complete reformatting of the section, and removes the responsibility of the appointment of the sewer superintendent from the commissioners. (All sewer department employees are under the administrative control of the Town Administrator.)

3-7 (d) Board of Sewer Commissioners

The recommended change makes the appointment of the sewer superintendent the responsibility of the Town Administrator.

3-9 Board of Road Commissioners

The change recommends abolishing the Road Commissioners and having the duties revert to the Select Board under MGL ch 40 S.22. The Commission was created in 2010. Previous discussion with the Board of Selectmen indicate their support of the change.

4-2 (a) Town Administrator

The recommended change clarifies the appointing authority of the Town Administrator.

4-2 (b) Town Administrator

The recommended change clarifies that department head appointments made by the Town Administrator are the only appointments the Select Board has the right to affirm or deny.

4-4 (a) Town Administrator

The recommended change clarifies that four members of the Select Board must vote to adopt a preliminary resolution of removal or suspension of the Town Administrator.

7-1 Charter Changes

The recommended change states that the Board of Selectmen may appoint a Charter Review Committee from time to time, as well as on the required years ending in 9.

7-5 Uniform Procedures

The change recommends the records of multiple member boards be kept by the Town Clerk, on the town website, and removes the Library as a repository.

7-6 Definitions

Definitions for 'Department Head,' 'Facilities,' 'Fixture,' 'Media' and 'Department Head' have been added to the section.

7-9 Removals and Suspensions

The change recommends shortening the section to only the first sentence with the addition of the words 'or collective bargaining agreements' after the words 'civil service.'

8-4 (e) Transitional Provisions

The change recommends removal of the section about Executive Secretary, no longer a position. This section is outdated.

8-4 (f) Time of Taking Effect

The change recommends updating the language by deleting verbiage about appointing a Town Administrator subsequent to the passage of the Charter. This section is outdated.

8-4 (g) Time of taking Effect

This change recommends removal of language no longer needed due to changes in the Charter.

Publication Sentence

The change recommends omitting this as 'publication' is covered in many sections of the Charter