

Bylaw Review Meeting Minutes
October 15, 2019

Members Present: Alisa Brewer, Patricia De Angelis, Bernie Kubiak, Bob Ritchie (Chair), Evan Ross

Members Absent: None

Staff Present: Geoff Kravitz

Member of the public present: none

Meeting opened at 4:03 PM

Discussion regarding sending the bylaws to the town attorney: no downside to submitting it, hope that it can be ready before the first reading by the Council in early December. For the committee, commitment not to make substantive changes once the bylaws are “locked”, will give town attorney a deadline but it shouldn’t affect our timeframe.

Minutes of 9/5, 9/16 and 9/26/2019 accepted by acclamation.

Discussion regarding dissolution of the committee: question if the committee goes out of existence when its report is submitted. Assumption is that the committee should be dissolved by the council and that request should be in the final report.

Finalizing general bylaws and submitting to town attorney: ask Lauren to do a 3rd level review, focus on where there might be major legal issues rather than small adjustments or changes. Ask for a one week turnaround, limit attorney time to 3 to 5 hours.

Scheduling: It may be preferable for 1st reading by the Council to be on Monday, December 16, 2nd reading in January.

Review of Bylaw Version 7B annotations, acceptance of changes:

Human rights discussion noted that the EEO, Human Right bylaw language and Affirmative Action Plan are inconsistent. Switch sections A & B and take out the term “lifestyle” because it is not defined.

Discussion of what constitutes a quorum, may need to be incorporated into a future revision of the bylaw. Community Preservation Act discussion regarding appointments to the CPA Committee. Maintain the status quo of committees required to be involved by the act will make nominations to be accepted by the Town Manager. Brewer’s comments on CPAC will be forwarded to the committee as a whole, for discussion and incorporated into Draft 7C to be sent to the town attorney.

Deadlines and scheduling: revised meeting and report schedule will be distributed to the committee. Titles of bylaws (7C) to be discussed by Friday 18th and any comments on the report should be sent to Kravitz prior to the meeting on October 22nd.

Meeting adjourned at 6:10 PM

Respectfully submitted

Bernie Kubiak, Clerk

Documents referred to:

Draft 7B of Revised Bylaws

Meeting Minutes of September 5, 16, and 26, 2019

Memo: Goldberg to Bockelman re: Appointment Authority for Members of Community Preservation Act Committee