



## TOWN OF AMHERST

### Committee Charge

|                                      |   |
|--------------------------------------|---|
| <b>Name:</b>                         | Governance, Organization, & Legislation (GOL) |
| <b>Type:</b>                         | Council                                       |
| <b>Legal Reference:</b>              | Amherst Home Rule Charter Section 2.6(e)      |
| <b>Appointing Authority:</b>         | Town Council President                        |
| <b>Number of Voting Members:</b>     | Five (5)                                      |
| <b>Number of Non-Voting Members:</b> | None (0)                                      |
| <b>Number of Liaisons:</b>           | None (0)                                      |
| <b>Term of Appointment:</b>          | One (1) Year                                  |
| <b>Special Municipal Employees:</b>  | Not Applicable                                |
| <b>Staff Support:</b>                | Clerk of the Town Council                     |

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### Composition:

Five (5) members of the Town Council

### Purpose:

GOL shall advise the Town Council on matters of Town Council rules and Town and Town Council organization and governance, and shall review legislation proposed to the Town Council.

### Charge:

GOL shall:

#### Governance & Organization

- Advise the Town Council on matters of Town Council rules [Charter Sec. 2.6(d)], policies, governance, and organization.
- Annually review Town Council Rules of Procedure.
- Advise the Town Council on matters of Town governance and organization.
- Make recommendations to the Town Council regarding Town Council standing committees.
- Make recommendations to the Town Council regarding appointments by the Town Council for non-voting Council liaisons [Charter Sec. 2.9(d)], non-voting Finance Committee members [Charter Sec. 5.5], Councilors to the Joint Capital Planning Committee, and Councilors to the Budget Coordinating Group.
- Make recommendation to the Town Council on appointments for the Clerk of the Council, additional Council staff, the Town Manager, or Interim Town Manager [Charter Sec. 2.9(a), 2.9(b), 3.1, 3.6], if referred by the Council.

#### Legislation

- Review and make recommendations to the Town Council on measures (including bylaws, committee charges, resolutions, proclamations, commemorations, and citations, but not including financial orders) proposed for action by the Town Council for form, content, and organization to assure they are clear, consistent, and actionable by the Town Council. This may include consultation with the Town Attorney.
- Propose revisions to General Bylaws to improve clarity, consistency, and actionability.

**Reports:**

To the Town Council as necessary

**Action:**

None

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**Charge Adopted:** December 17, 2018

**Charge Revised:** February 24, 2020

**SME Status Voted:** N/A