

Accepted 1/3/2024

Charter Review Committee Minutes
Thursday November 2, 2023 -6:30pm
Jaillet Meeting Room - Westwood Police Station
588 High Street
Westwood, MA 02090

Welcome

Call To Order

The meeting was called to order at approximately 6:30pm by Co-Chair Paul Fitzgerald.

Present

Paul Fitzgerald-Co-Chair, Peter Cahill, Co-Chair, Nancy Hyde, John Loughnane.

Dottie Powers, Town Clerk was absent.

Ex-Officio Member: Patrick Ahearn, Town Counsel. Christopher Coleman, Town Administrator was absent.

Lauren Goldberg, Special Counsel.

Jessica Cole recorded the Minutes.

Review and Discuss Charter Updates

Mr. Fitzgerald gave a brief review of the last meeting. The Charter Review Committee heard from the Town Clerk, Town Moderator and the Chair of the Permanent Building Commission.

We have a placeholder for the articles for Town meeting

Ms. Hyde wanted to revisit the Finance and Warrant Commission section, the idea of allowing appointment to ex-officio capacities to committees. The language that exists is meant to keep members from serving in an elected capacity.

It has kept Fin Com members from serving in productive capacities.

Something to be said for being an ex-officio member.

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Attorney Goldberg suggested Adding that the Ex-officio will have a voice and no vote.

The Chair stated that some changes were made to the PBC.

Members discussed a brief overview of the changes that were made.

Add under PBC: Due to the limited size...

There was a healthy discussion about adding *residents*.

Will add under 5-1-1

This is only under Chapter 5.

Town Clerk:

The Charter Review Committee members are in agreement with the content of the Town Clerk.

Attorney Goldberg stated that it will be a Special Act, and it should have a separate article.

Warrant Article

Town Meeting

Go to the General Court

Ms. Goldberg tried to add in bold italics.

Make a presentation to the Select Board first, *we think this should be Article#, etc.*

Mr. Ahern thinks it will be well received by the Select Board and the Finance & Warrant Commission.

Attorney Goldberg stated that the substantive amendments will be multiple amendments, it will be easier to understand.

Articles:

- Quorum
- Town Moderator
- Permanent Building Commission
- Town Clerk
- Housing Authority
- Finance & Warrant Commission
- Personnel Board
- Housekeeping—rename to *Minor Changes*
- Technical

How do we get ready for the Select Board?

- Need a final answer from the Town.
- Limiting the ex-officio provision
- Personnel Board
- 9 to 15 Finance & Warrant Commission members.

Attorney Goldberg will look at the Charter one more time.

She stated that doing an Executive Summary is the easiest way to explain, Ms. Powers may have it from the last review.

Include a 'cover letter' explaining how we got here.

The Warrant articles close in January, so they need to be done in December.

Ms. Goldberg will get back to the Committee in a week and then the Committee will then look at the articles.

The Chair suggested that each member becomes an expert on an article and be prepared for Town Meeting.

Attorney Goldberg will need 1 week for a finalized draft.

Discuss and vote on future meeting dates

November 20, 2023-8am-Jaillet Meeting Room.

The Charter Review Committee will be on the Select Board Meeting agenda on December 4, 2023.

Approval of Minutes: September 26, 2023 & October 12, 2023

Upon a motion made by Mr. Cahill and seconded by Ms. Hyde, the Charter Review Committee voted in favor (4-0) to accept the minutes from September 26, 2023 as amended.

Upon a motion made by Ms. Hyde and seconded by Mr. Loughnane, the Charter Review Committee voted in favor (3-0-1) to accept the minutes from October 12, 2023 as amended.

Public Participation

None.

Other Business not anticipated by the Chair

None.

Received January 4, 2024@8:30AM
By: Westwood Town Clerk

Adjourn

Upon a motion made by Mr. Loughnane and seconded by Ms. Hyde, the Charter Review Committee voted in favor (4-0) to adjourn at 7:38pm.