

## Accepted Minutes-9/9/2024

Charter Review Committee Minutes  
Wednesday July 17, 2024 - 8:00am  
Jaillet Meeting Room - Westwood Police Station  
588 High Street  
Westwood, MA 02090

### Welcome

### Call To Order

The meeting was called to order at approximately 8:05 am by Co-Chair Paul Fitzgerald.

### Present

Paul Fitzgerald-Co-Chair, Peter Cahill-Co-Chair, Nancy Hyde & John Loughnane  
Ex-Officio Member: Patrick Ahearn, Town Counsel & Christopher Coleman, Town Administrator.  
Jessica Cole recorded the Minutes.

### Review and Consideration of current proposed draft revisions to Westwood Town Charter and how to move forward with them and in what format.

- Mr. Loughnane spoke to Select Board member Rob Gotti, he was familiar with what we have been doing and he was supportive. Told him we needed to discuss the procedure of how we can get the information to the public as simple as possible. Mr. Gotti was fully supportive. No feedback.
- Ms. Hyde spoke with Ms. LeBlanc Cummings, she looks at us as the experts, she is concerned about reputationally how we look, she seems to be generally supportive. We may want to proceed with it, and the Select Board needs to make the decision ultimately.
- Mr. Fitzgerald spoke to Mr. Previterra, he was concerned with the process and was updated with what happened at Fin Com, but is supportive, making sure that Fin Com is brought into the process. Make sure that the residents of Town understand what is going on. Keep the Select Board looped in. Are we happy with the size of the Select Board?
- Focus right now on the work that we have done and make sure that it is appropriately communicated as clearly as possible. Fix what needs to be fixed.
- When should we talk to the new leadership of Fin Com? *Bill Bruce and Michael Gay, they would be open to meeting with the Charter Review.*
- Who should we meet with? *Pre-petition group, Town Moderator, Fin Com, Discuss the size of Select Board*
- All 3 Select Board members reappointed the Charter Review Committee again unanimously.
- Continue to be as transparent as possible, go to the public more.
- We need all the correct documents: Clean lined version, Black lined version, the Chart that was put together and an Executive Summary.
- Assign it to Attorney Goldberg's staff? Mr. Ahearn will reach out to Attorney Goldberg and circulate them.
- Reach out to Fin Com and ask in writing for a checklist of what they want.
- It will be helpful to have a one page document to put all of this in perspective. Lay out a roadmap.

**Discussion and Evaluation of Charter Committees processes and establishment of a timeline with deliverables.**

- Get documents in order for August.
- Have documents on the Town website in September.
- The Committee will meet in early September with Fin Com.
- Go to the Select Board first with the documents on September 9th to talk about the process with a black lined with recommended changes document, a clean lined version and a Summary of the Principal changes.
- Extend invites after meeting with the Select Board.

**Discussion of Charter Committee's future plan of action including public presentations of proposed revisions to Westwood Town Charter.**

- Get documents in order by August 1, 2024.
- Meet with the Select Board in September.
- Public Hearing after meeting with the Select Board.
- In October meet with the public.

**Approval of Minutes: May 8, 2024**

This item will be added to the August 28, 2024 agenda.

**New Business**

Next Meeting- Champagne Room-6:30pm on Aug 28, 2024

**Other Business not anticipated by the Chair.**

None.

**Adjournment**

Upon a motion made by Ms. Hyde and seconded by Mr. Loughnane, the Charter Review Committee voted in favor (4-0) to adjourn at 9:01am.