

TOWN OF PROVINCETOWN
Charter Review Ad Hoc Committee
MEETING MINUTES OF
November 12, 2013

MEETING HELD IN THE CAUCUS HALL MEETING ROOM

Members Present: Judith Cicero, Thomas Coen, Marcy Feller, Doug Johnstone, David McGlothlin, Julia Perry, Robert Speiser, Robert Vetrick, Elizabeth Williams.

Members Absent: Ann Maguire (excused), Mark Phillips (excused).

Others Present: None

Chair Julia Perry called the meeting to order at 5:00 pm.

Minutes of the October 29, 2013 meeting were reviewed.

Robert Vetrick moved to approve the meeting minutes of October 29, 2013, Thomas Coen seconded and it was so voted, 9-0-0.

Public Statements: None.

Committee Timeline: Chair Julia Perry discussed the draft timeline distributed at the last meeting and reported that she is awaiting a conference call with Town Counsel before bringing back a final timeline for review and discussion, which she anticipates occurring before the next committee meeting. Once finalized Julia Perry discussed the need to publicize the time line. Thomas Coen highlighted the benefit of having forums and particular topics and/or meetings taped by PTV. Doug Johnstone to talk to Municipal Finance Director Dan Hoort regarding expenses for taping and potential advertising need be needed throughout the review process and bring information back to the next meeting.

Board Response/Feedback: Doug Johnstone reported that no board has yet responded to the e-mail with committee message attached to all of the boards listed in the Charter (a total of 19 boards), which was sent on October 10th. Robert Speiser reported the School Committee has formed a subcommittee to review and craft a response, and Elizabeth Williams said that the Board of Health is reviewing their portion of the Charter.

Timing of Outreach to Selectmen/Town Moderator/Town Manager and Boards Not Already Contacted: Chair Julia Perry suggested inviting feedback in January from boards not yet contacted by the committee, and sending a follow-up e-mail to those boards contacted in October. Julia Perry to draft a message to those boards and bring back to next meeting for discussion. Doug Johnstone highlighted the Selectmen's winter schedule of budget and town meeting preparation meetings and suggested the committee wait until after the May 2014 elections before approaching the Selectmen for their input. Julia Perry asked Thomas Coen to revise the board listing and note which boards are governed by specific Massachusetts General Laws with functions clearly defined by those laws.

Chair Julia Perry distributed a list of boards with appointing authority and Charter reference noted.

Chair Julia Perry resumed discussion of Ad Hoc Committees from last week's meeting inviting any additional comment. Thomas Coen discussed need to be aware of advisory committee's and how they may be defined or mentioned in the Charter.

Continued Discussion of Charter: The Committee resumed a review of the Charter beginning with Chapter 7, Section 1, highlighting areas that may need further attention and/or clarification, as follows:

Thomas Coen – Highlighted need to review other Charters in regards to this section and others for comparison.

Thomas Coen – Consider adding that the power to investigate resides with the Town Manager as opposed to the Selectmen and add a non-interference clause with the Selectmen.

Robert Speiser – Not every item in section one relates to a qualification. Also suggested this section not appear first.

7-1-1 Marcy Feller – Needs clarification. Minimum requirements not specified.

7-1-2 Thomas Coen – Questioned intent of requiring Town Manager to be a resident.

7-1-6 Thomas Coen – Questioned six month period.

7-1-6 Doug Johnstone – Highlighted inconsistency in another section of the Charter that requires a one year time period for board members, also questioned how this requirement fits with current State Ethics Laws.

Chapter 7, Section 2

7-2-1 Doug Johnstone – Simplify language.

7-2-1 Marcy Feller – Suggests language simply stating authority and adding any limiting exceptions.

7-2-4 Thomas Coen – Needs further investigation.

7-2-5 Marcy Feller – Compare with Truro Charter which says “in consultation” as opposed to “with approval” as specified in Provincetown Charter. Also consider investigating titles as listed with possibility of adding or removing titles.

7-2-5 Doug Johnstone – Consider breaking in to sections, such as those positions requiring approval of the Selectmen, those positions in consultation with the Selectmen, and a section listing all others if necessary.

7-2-5 Julia Perry – Questioned why Town Counsel is listed as they are contracted with the Town.

7-2-6 Judith Cicero – Needs clarification.

7-2-9 Thomas Coen – Questioned if this is actually being done and if not is it needed in Charter.

7-2-10 Doug Johnstone – Review/simplify language to reveal that the Town Manager is the Chief Procurement Officer.

7-2-14 Marcy Feller – Needs to be more specific. Compare with Truro Charter.

Discussion of the Charter ended at Chapter 7, Section 3, to be taken up at the next meeting.

Next Steps: Continued review of Charter beginning with Chapter 7, Section 3. Chair Julia Perry asked members to continue their review of the Charter with Chapters 8, 9 and 10 and bring questions/suggestions to the next meeting.

Chair Julia Perry to provide a revised timeline to the next meeting pending consultation with Town Counsel.

Chair Julia Perry to provide a draft message to those boards not listed in Charter for review at the next meeting.

NEXT MEETING: The next meeting will take place on November 26, 2013 at 5:00 P.M.

ADJOURNMENT: *Doug Johnstone moved to adjourn at 6:00 P.M. and it was so voted unanimously.*

Respectfully submitted,
Doug Johnstone