

TOWN OF PROVINCETOWN
Charter Review Ad Hoc Committee
MEETING MINUTES OF
December 10, 2013

MEETING HELD IN THE CAUCUS HALL MEETING ROOM

Members Present: Judith Cicero, Thomas Coen, Marcy Feller, Doug Johnstone, Ann Maguire, Julia Perry, Robert Speiser, Robert Vetrick.

Members Absent: David McGlothlin (excused), Mark Phillips (excused), Elizabeth Williams (excused).

Others Present: None

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

Minutes of the November 12, 2013 meeting were reviewed.

Robert Speiser moved to approve the meeting minutes of November 12, 2013, Robert Vetrick seconded and it was so voted, 6-0-1.

Minutes of the November 26, 2013 meeting were reviewed.

Thomas Coen moved to approve the meeting minutes of November 26, 2013, Robert Speiser seconded and it was so voted, 4-0-3.

Public Statements: None.

Marcy Feller joined the meeting at 5:05 pm.

Committee Timeline: Chair Julia Perry discussed the conference call with Town Counsel in regards to the draft timeline to determine the appropriate amount of time for review prior to the April 2015 Annual Town Meeting. The route for Charter revision we anticipate using would require a vote of Town Meeting and a subsequent act of the legislature. Town Counsel offered their services for review of the Charter Revision Ad Hoc Committee's work at any point in the process. Julia Perry to finalize the committee timeline and distribute at the next meeting.

Chair Julia Perry also clarified the role of subcommittees in the Charter Review process after discussing the issue with Town Counsel and said that one person is not considered a subcommittee and suggested that follow-up with committees be conducted by only one person, with exceptions, in order not to invoke Open Meeting Law requirements that may be overly burdensome should the Charter Review Ad Hoc Committee's outreach efforts proceed as planned. To that end, Julia Perry requested that members take a copy of the Town Committee list and note their preference with the numbers 1 through 4 as to which committees they may want to liaison with when needed for Charter Review issues and feedback in an effort to maximize our outreach and communication with each town committee. Julia Perry requested that members return completed lists at the next meeting so she can assign committees accordingly.

Committee Budget: Doug Johnstone spoke with Finance Director Dan Hoort, who recommended a budget transfer to the Selectmen's budget for committee expenses for this fiscal year, and to include a total for expenses in the Selectmen's FY 2015 budget currently in development. The committee discussed the expenses needed in FY 2014 to include two public forums, PTV taping fees, transcription fees, for a total of \$850 in FY 2014. The committee discussed expenses needed in FY 2015 to include two public forums, PTV tapings fees, transcription fees, advertising fees and printing costs, for a total of \$2,500. Doug Johnstone to provide these totals to the Finance Director.

Board Response/Feedback: Chair Julia Perry reported that to date responses from the initial e-mailing to the 19 boards listed in the Charter sent on October 10, 2013 totals two: the Board of Library Trustees and the School Committee. The committee finalized a follow-up message to those boards that have yet to respond, to be sent in early January, 2014.

Chair Julia Perry highlighted the following informational items for the committee supplied by Thomas Coen: a supplement to the MGL listing that he is compiling related to town boards; an article from Wicked Local regarding the Town of Truro disbanding the Board of Fire Engineers that he thought would be of interest; and MGL Chapter 41, §1 Town Officers, for the committees reference, noting the inclusion on the list of a Tree Warden, which if a function of the Director of Public Works needs to be added to that section of the Charter accordingly.

Julia Perry distributed a preliminary draft revision of the residency requirement for the Chief of Police and the Director of Public Works for discussion at the next meeting. A discussion of the residency requirement ensued, to be added as an agenda item at the next meeting.

Next Steps: Continued review of Charter beginning with Chapter 9. Chair Julia Perry asked members to bring questions/suggestions to the next meeting.

Discussion of a draft residency requirement for the Chief of Police and DPW Director.

Chair Julia Perry to provide a re-drafted timeline at the next meeting.

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 January 7, 2014 at 5:00 P.M.

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

Respectfully submitted,
Doug Johnstone