

TOWN OF PROVINCETOWN
Charter Review Ad Hoc Committee Subcommittee
MEETING MINUTES OF
January 28, 2014

MEETING HELD IN THE JUDGE WALSH MEETING ROOM

Meeting Time: 4 p.m. – 5 p.m.

Attendees from the Charter Review Ad Hoc Committee: Julia Perry, Chair; Tom Coen, Member

1. The Charter Review Ad Hoc Committee (CRAH) was invited by the Finance Committee to attend its Meeting on January 28 as an introduction to the Charter Review process.
2. Julia Perry provided a brief background of the Committee and its efforts to date.
3. The CRAH provided the Finance Committee members with a copy of the working Timeline and discussed next proposed steps.
4. The CRAH also provided a copy of the paper created by Tom Coen which extracted all of the references to the Finance Committee in the Charter and the By-Laws.
5. Chair Mike Canizales asked whether it made sense to reference the Association of Town Finance Committees Handbook in the Charter. It was agreed to consider that option.
6. There was a discussion about clarifying the intent of the Committee.
7. There was a discussion about incorporating the references in the By-Laws in the Charter.
8. There was a discussion about the Town's financial process and the need to reference the 5-year planning process and possibly move it earlier in the year. Tom Coen pointed out that some Towns start the 5-year planning process immediately after the Annual Meeting. The Chair of the Finance Committee indicated his agreement that there was a need for process clarification.
9. The CRAH indicated that all issues in the Charter are open to review – including whether the members of the Finance Committee should be elected or appointed. Member Duane Steele indicated a discomfort with that consideration, and indicated his belief that the Finance Committee – along with the Town Moderator and the Town Meeting – are a part of the legislative process.
10. Member Clarence Walker asked why the Charter could not simply incorporate the Massachusetts General Law references. Tom Coen and Julia Perry spoke to the need to make the Charter readable by the general public.

11. The Finance Committee asked for clarification of what the CRAH was asking of them. Julia Perry advised them that the CRAH was asking first for their comments on the existing Charter and would then want to work with them on rewriting the Charter references to the Finance Committee.

12. Finance Committee Chair offered to schedule a focused rewrite effort for April 2014 (after the Town Meeting) and invited Tom Coen as the CRAH contact for the Finance Committee to participate.

Meeting adjourned at 5:00 pm.

Acting Secretary to the CRAH for this Subcommittee Meeting: Julia L. Perry