

TOWN OF BRIDGEWATER



OFFICE OF THE TOWN COUNCIL

APPROVED R+P Meeting Minutes
Meeting Date: 8/15/17
Voted approved 9/19/17 (3-0)

Rules & Procedures Committee Meeting Minutes Meeting Date: 8/15/17

Committee Members Present:

- ☒ Aisha Losche, Chair, District 1 Councilor
- ☒ Tim Fitzgibbons Member, District 2 Councilor
- ☒ Bill Wood, Member, District 6, Councilor

Call to Order: 7:45 pm

No citizens present for meeting.

Motion: A motion was made by Mr. Fitzgibbons to approve minutes of 6/26/17. The motion was seconded by Mr. Wood.

A voice vote was taken and the motion passed 3-0

Charter review:

Mr. Wood proposes an update to section 3-4 Town Clerk (document attached). It restores the section and updates the word elected to appointed and by the Town Council. It was further suggested to move the last sentence of the document to section (c), item (6).

Motion: A motion was made by Mr. Wood to accept proposed updates. The motion was seconded by Mr. Fitzgibbons.

A voice vote was taken and the motion passed 3-0.

Ballot Question:

The committee would like to propose the one ballot question

Ordinance D-2017-001: Amend General Ordinances – Vacant and Abandoned Property (Nuisance Ordinance):

In response to Andrew's memo, please have his team create an updated ordinance for the committee to review and then tweak if necessary.

No public comment

Motion: A motion to adjourn was made by Mr. Fitzgibbons. The motion was seconded by Mr. Wood.

A voice vote was taken and the motion passed 3-0.

The meeting adjourned at 8:15 p.m.

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Proposed Update:

Section 3-4. Town Clerk

- (a) Composition, Election – A town clerk shall be ~~elected by and from the voters at large~~ **appointed by the Town Council**.
- (b) Term of Office – The term of office for a town clerk shall be for 3 years beginning on the second Monday following ~~election~~ **appointment** and continuing until a successor is qualified.
- (c) Powers and Duties – The town clerk shall: (1) be the keeper of vital statistics of the town; (2) be the custodian of the town seal and all records of the town; (3) administer the oath of office to all town officers; (4) issue licenses and permits as may be provided by-law and (5) be responsible for the conduct of elections and all matters relating thereto.

The town clerk shall have the powers and duties provided under any general or special law, the charter, ordinance or other town council vote.