

TOWN OF BRIDGEWATER

Charter Review Committee

Dennis C. Gallagher, Chair

Carlton Hunt
Stephanie Ryan
Gerald Muller
Erick Lynch
Aisha Losche
Eric Desrochers



Michael J. Spagone, Secretary
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Academy Building - 66 Central Square
Bridgewater, MA 02324

Bridgewater Charter Review Committee

Minutes for the Charter Review Meeting that Convened on Wednesday, October 8, 2014

Meeting called to order as informal session by Dennis C. Gallagher (Chairman of the Committee) in accordance with rules governing meetings and quorum not filled. Meeting starts at 7:06PM.

Members in Attendance: *Dennis C. Gallagher, Carlton Hunt and Erick Lynch*

New Members in Attendance (not sworn in as of 10.08.14): *Aisha Losche*

Members Not in Attendance: *Gerald Muller, Stephanie Ryan and Eric Desrochers*

Approval of Agenda: *The Committee accepts the agenda of the current meeting.*

Approval of Meeting Minutes: *The Committee defers approval of minutes until its next scheduled meeting.*

Public Comments: *There are no public comments for the current meeting.*

Announcements: *The Chair informs the Committee that Mr. Muller is stepping down as a Member of the Committee for personal reasons.*

Additional Items

The Chair and Committee informally discuss additional items of interest.

Rescheduling the next Charter Review Meeting

The Chair and Committee consider their upcoming meeting schedule and certain scheduling conflicts which need to be addressed. At present, the next meeting is scheduled for October 15, 2014 (10.15.14), however the Committee has suggested meeting instead on October 16, 2014 (10.16.14). The Chair and Committee agree to rescheduling to October 16.

New Business: *The Committee engages in an informal discussion of new business*

Town Government Study Committee's Meeting with Charter Review Committee

The Chair and Committee briefly discuss their thoughts on their recent meeting with the former Town Government Study Committee (TGSC). Members indicate that the TGSC's input and information were very helpful in understanding the current Town Charter's language and intents. The Chair and Committee note they look forward to reaching out for further input if conditions warrant.

Questions to the Town Manager

The Chair and the Committee consider how they wish to converse with the Town Manager in their next scheduled meeting on October 16, 2014. The Committee suggests they should ask the Town Manager questions in a similar fashion to that of the former Town Government Study Committee (TGSC). The Chair and Committee develop multiple questions which they instruct the Secretary to convey to the Town Manager for their input and commentary. Below are the questions which will be asked of, and conveyed to, the Town Manager:

1. What are your views on the Town Manager being called a Chief Administrative Officer? Or Chief Executive Officer? What may be some of the pros and cons of the Manager being considered as one of these designations?
2. What do you see the future role of the Finance Committee and the Town Council's Budget & Finance Committee being? Are there redundancies or duplication of effort which could be made more efficient/streamlined?
3. On the concept of an Assistant Town Manager, do you see an existing a need for one? If so, what would you see as being the responsibilities or duties of such a post, and in the event of the Town Manager's absence their ability to act as Manager?
4. What is the current status of the Administrative Code development process?
5. How should the Town address its need for legal services and how should the Town utilize such legal representation?
6. What may be some of the pros and cons of the Town of Bridgewater having an elected vs. appointed Town Clerk and vice versa?
7. On the subject of changing the dates when municipal elections occur, what period of time in the year would be better suited to address Town needs and School District interaction?
8. What is the view of municipal employees running for elected posts?
9. What are some of your views on the filling of employee vacancies? Who should make the appointments in such vacancies (i.e. Manager, Council, Human Resources)?
10. Who authorizes the setting of departmental fees, fines or charges? Does the Town Manager have oversight to make such changes?
11. How does the Town's Attorney salary/contract affect his/her ability to work for the Town? Should the Town attorney answer directly to the Town Council, and if so, what are some of the pros and cons?

The Committee then inquires as to whether they should ask the Town Council President the same questions as those given to the Town Manager. The Chair suggests this may be more consistent if so chosen by the Committee. The Committee in whole agrees.

Additional Items (Continued)

The Chair and Committee continue to informally discuss additional items of interest.

Article X (Transitional Government Provisions)

The Chair and Committee engage in a continued informal discussion of Article X of the Town Charter, with the main purpose to determine if additional language changes or modifications are necessary. The Committee notes a possibility of moving specific language in Article X to other parts of the Charter where it be more applicable and consistent. The Committee considers several changes including the removal of Article X's Sections 10-7 through 10-9 because they reference matters no longer valid to Town governance or administration. **A provisional motion is made by Mr. Hunt to delete Sections 10-7 through 10-9, seconded by Mr. Lynch.** With a provisional vote of 3 yea, 0 nay, the provisional motion passes.

An additional provisional motion is made by Mr. Hunt to move Sections 10-1 through 10-6 into Article IX, Section 9-4 as the following sub-Sections: 9-4b(1) through 9-4b(6), with existing 9-4b changed to 9-4c, seconded by Mr. Lynch. With a provisional vote of 3 yea, 0 nay, the provisional motion passes.

Article IX (General Provisions)

The Chair and Committee engage in an informal discussion of Article IX which addresses general provisions in Town Government. The Committee reviews Sections 9-1 through 9-8 to see if any changes will need to be made in the article's language during revision. Below are the Committees views on the various sections:

Section 9-1 Conflict of Interest – No changes appear to be needed

Section 9-2 Prohibitions – No changes appear to be needed

Section 9-3 Campaign Finance – No changes appear to be needed in the main or sub-section or in Section 9-3b.

Section 9-4 Charter Revision/Amendment – No changes appear to be needed

Section 9-5 Severability – No changes appear to be needed.

Section 9-6 Rules of Interpretation – No changes appear to be needed in the main or sub-Section 9-6b or in the stipulations on calculating work time.

Section 9-7 Removal of Member of Multiple Member Appointed Bodies – Language appears to be redundant with appeals process already stated elsewhere in Section 9-7 as an established process to prevent an official's removal

Section 9-8 Posting of Public Documents – The Committee notes that the term Selectmen is present in this section and should be removed. Also, where applicable the terms Town Council and Town Manager should instead be utilized. **A**

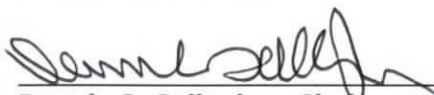
provisional motion is made by Mr. Hunt to accept these above changes, seconded by Mr. Lynch. With a vote of 3 yea, 0 nay, the provisional motion passes.

With informal discussion concluded, a request is made to adjourn: By unanimous consensus of the Committee, the meeting is hereby adjourned. The next meeting will be October 16, 2014.

Meeting is hereby adjourned by unanimous consensus of the members in attendance in accordance with rules governing meetings. Meeting adjourns at 8:45PM.

I hereby affix my hand to this document that the minutes of this meeting are true and accurate to the best of my ability, note-taking, and penmanship as so ordered by the Chair of the Committee this Eighth Day of October, Two Thousand and Fourteen.

A True Copy Attest,


Dennis C. Gallagher, Chairman of the Committee

Michael J. Spagone, Secretary of the Committee