

**Charter Review Committee June 23, 2020
Minutes**

Members present: Larry Levine, Phil Adams, William Fonseca, Marilyn Richards, Ralph Page, Jeff Bosworth, Tom Christensen, Andy Fraser, Jeannie Quaglietti (non-voting), and Kathleen Hill (ex-officio, non-voting)

The meeting was held by virtual participation (Zoom webinar) and was called to order by Kathleen Hill at 5:17pm

The meeting began with an introduction of committee members. The first item on the agenda was the election of a Chair and Clerk for the committee. Phil Adams nominated Larry Levine as Chair. No other nominations were entered, and Larry was elected Chair of the committee. Voting YES were Adams, Bosworth, Christensen, Fraser, Fonseca, Levine, Page, and Richards.

After some discussion around how to handle the taking of meeting minutes Andy suggested that the role of Clerk be used on a rotating basis. Kathy indicated she was taking minutes for this first meeting of the committee and would also provide members with a template for future minutes to make the responsibility as easy as possible.

Kathy explained how the current committee is comprised of eight members when the by-law indicates seven voting members. The committee was appointed in late May and announced at the May 26, 2020 Town Council Meeting. Shortly thereafter, it was discovered that Phil Adams' letter of interest (March 24) was inadvertently overlooked, and thus, Phil was appointed as the eighth member of the committee. Discussion continued on how to best allow for participation of all appointees while meeting the intent of the by-law with just seven voting members. Marilyn offered to remain on the committee as a non-voting Alternate (except in the absence of a voting committee member). Andy moved(second Ralph) to identify Marilyn as the non-voting Alternate member. Voting Yes were Adams, Bosworth, Christensen, Fraser, Fonseca, Levine, and Page.

Larry suggested that the committee hold its next meeting on June 30, 2020 at 5:00pm and asked members to review Article 1 and re-read Article 2. Kathy noted that she has asked Council members to submit any input they wish to have the committee consider no later than noon on June 30. She will compile and provide this information to the members.

Phil asked if there was a way for the public to offer written input or opinions on Charter changes. It was decided that Ryan Quimby would create a temporary email address for this purpose and add it to the website. Jeannie will ask the Reminder to include this information as well.

Phil made a motion to adjourn (seconded Bill). Voting YES to adjourn were members Adams, Bosworth, Christensen, Fraser, Fonseca, Levine, and Page. The meeting adjourned at 5:56pm

Respectfully submitted,
Kathleen Hill
Ex-officio (non-voting)