

## FAIRHAVEN CHARTER COMMITTEE MINUTES

October 14, 2021

RECEIVED  
TOWN CLERK

2021 NOV -8 A 9:31

**MEMBERS PRESENT :** Lillia Cabral-Bernard, Kyle Bueno, Morgan Dawicki , Robert Grindrod, Ronnie Medina , Brendalee Smith, Marybeth Vargas

FAIRHAVEN.  
MASS.

**Members Absent:** Ms. Melanson , Mr. Gallagher

**Others Present:** Fairhaven TV

The meeting was called to order by Mr. Bueno, chair at 6:30 PM.

Pledge of Allegiance

There was a roll call of committee members.

Ms.Cabral-Bernard,Mr.Bueno,Mr.Dawicki,Mr.Grindrod,Mr.Medina ,Ms.Vargas  
Ms.Smith having difficulty connecting via Zoom. absent at roll call.

### Approval of minutes

A motion to approve the minutes from September 23,2021 was made by Mr.Grindrod seconded by Ms.Cabral-Bernard , approved 6-0 unanimously by roll call vote

### Public Comment

None

### Discussion/Actions:

1. Update on legality of charter committee from Chairman Bueno . To speak on the matter is , Mr. Dutton , Town Manager , Bridgewater . Mr.Dutton gave background info about himself. He is an Attorney, the chair of MMA, which is a form of government committee charged to give advice to towns and cities. He explained two ways to start a charter: Homerule petition process 43B and Special Act Charter. Special Act Charter doesn't have as specific a process and allows flexibility. No time lines unless directed by town meeting. Most towns follow special act process. Discussion/questions continued by group with Mr, Dutton confirming the formation of our group as legitimate and recommending passing it by town council. Brought up in discussion that town moderator , Mr.Sylvia, had already done this . Mr. Dawicki asks if there are any limitations regarding changes you can make . Mr. Dutton states not a lot of differences between the two.Recommends reaching out to MMA Denise Baker if the group has more questions, States members would be willing to support/advise our group.
2. Mr. Bueno asks if committee would make a motion to reconsider the minutes to show Ms. Smith has entered the meeting, Motion made by Ms. Cabral-Bernard , seconded by Mr. Grindrod.
3. Linda Fredette ,acting town clerk to answer questions about Open meeting Laws.

Discussion/ questions opened to the group for Ms.Fredette. She confirms each member must have conflict of interest training every two years and is available to do online. Also states Open Meeting Law packet needs to be reviewed and a receipt of understanding should be done by committee members but currently not being tracked. Discussion followed for training for the entire group. She will send link/info to Mr .Bueno who will distribute it to the group. After members complete the training she will need the certificate of training. Ms. Cabral-Bernard asking Ms. Fredette to briefly summarize the Open Meeting law to the group. Key points : meeting notice and general laws need to be posted 48 hours prior to meeting. If not, it needs to be rescheduled. Agenda has to be posted for what you're expected to talk about. Can not discuss things not on agenda. There needs to be a website/official posting site. Minutes about meetings must be turned in within 3 meetings after approval. Meeting minutes are kept forever, meeting/ agendas are kept for 2 years. When pertaining to MA general laws need to keep transparency.

4. Update on Town Organizational chart status. Vice chair Ms. Melanson is not at the meeting today . Mr.Bueno presents information from Ms.Melanson that the town does not have a chart on who reports to who. Discussion by committee on the matter with Mr.Grindrod suggesting the need for a before and after picture to present to the town. Need a document to show what the current government is today to proceed forward. Committee in agreement.
5. Discussion on finalized list of communities : Communities that are similar to Fairhaven  
Group1: Mr.Bueno , Ms.Cabral-Bernard, Ms. Vargas
  - Auburn
  - Amesbury
  - Barnstable
  - Easthampton
  - Franklin
  - Watertown
  - Weymouth

Group 2: Ms.Melanson , Mr.Gallagher, Ms. Smith

- Acushnet
- Athol
- Bedford
- Bellingham
- Mashpee

Group 3: Mr.Grindrod, Mr.Dawicki , Mr.Medina

- Oxford
- Wareham
- Webster

Mr. Gallagher and Mr. Medina to provide their information at the next meeting and committee to finalize and vote on it.

6. Discussion on Fairhaven Government Study Document: Discussion by committee members. Mr. Beuno noted that this group has done some of the work we will be doing. Mr. Grindrod brought up the document that had recommendations about BPW that didn't happen. No other discussion points.
7. Discussion of Department of Revenue report: Discussion by group. Mr. Dawicki notes the majority of recommendations were implemented. Mr. Beuno to see if someone from both groups could speak at one of committee meetings. Ms. Smith asking about org. chart that the group put in the report, feels it needs more details. Mr. Grindrod states the group also looked at and recommended updating job descriptions which were revised. Would be of value to look at these.

### **Upcoming Events**

Next Meeting: Thursday October 28th at 6:30 PM

### **Other/New Business**

Agenda was to vote on finalized community list which will be passed over until next meeting

### **Review Action Items**

1. Draft of communities that identifies with Fairhaven
2. Contact someone from DOR and chairman of Fairhaven Studies Committee
3. Update on organizational chart from Ms. Melanson

### **Question/Comments**

Mr. Darwicki proposes that the committee find what are the values that we'd like to achieve for the Town of Fairhaven. Committee in agreement. Mr. Bueno brings up original list of objectives with checkpoints of what we want for meetings: transparency, engagement, efficient meeting .common ground/ what are we looking to achieve . Document that makes Fairhaven government more transparent/accountable. Discussion continued among group members.

### **Adjournment**

Motion to adjourn made by Ms. Smith , seconded by Mr. Grindrod. Approved 7-0 unanimously by roll call vote,

Meeting adjourned at 7:54 PM

**Upcoming Events**

Next meeting is scheduled for October ,2021 at 6:30 PM.

**Other Business:**

**Questions from individual committee members**

Motion to adjourn made by Ms.Melanson, seconded by Mr.Grindrod.Approved 9-0 unanimously through roll call vote.

Adjourned at 7:35 PM .

Marybeth Vargas  
Recording Secretary to Charter Committee