

CHARTER COMMITTEE MINUTES

December 7, 2022

MEMBERS PRESENT: Kyle Bueno, Lilia Cabral-Bernard, Linda Gallant, Robert Grindrod, Cathy Melanson, Marybeth Vargas

Members Absent: Ronnie Medina, Brendalee Smith, Morgan Dawicki

Others present: Fairhaven TV, Angie Lopes Ellison

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

Moment of silence request for Pearl Harbor Day

Pledge of Allegiance

Roll call: 6 members present

Approval of minutes: Motion to approve minutes from 11/16/22 made by Ms. Melanson seconded by Bob. Approved unanimously 6-0 by roll call vote

PUBLIC COMMENT: None

Discussions/Actions:

1. Communities Index Discussion: Acushnet- Ms. Vargas -Did a comparison paper noting Fairhaven bylaws that fit into Acushnet Charter. Also noted their charter is older and charter was added in after their bylaws. Don't really like their set up for this but category structure of charter seems organized, short, easy to follow. Some does not apply.
Auburn: Ms. Gallant - confused about getting bylaws to fit with town meeting structure. Ms. Lopes Ellison suggests looking under Special Acts in code. Go to town website, type code to access this info. Linda notes Auburn spends a lot of time for administrator job description. Likes the length and setup. Feels we could use their setup for our charter. Also feels less details are better allows wiggle room.
Oxford: Ms. Cabral-Bernard – Feels is very similar to Auburn setup and is close to structure of Fairhaven
Wareham: Mr. Grindrod / Mr. Bueno Bob feels relatively complete, 30 pages. Has definitions of departments but would need to be expanded for Fairhaven. Suggests we be more specific. Kyle; likes table of contents and how they organized the document.
Action step: Kyle suggests moving forward to see how Fairhaven fits using his Table of Contents prototype he sent us. All in agreement and each member to do different sections as follows;

Article I – Incorporation: Division of Powers: Bob

Article II – Legislative Branch: Linda

Article III – Elected Officers: Kyle

Article IV – Town Administrator: Cathy

Article V – Fiscal Procedures: Marybeth

Article VI – Administrative Organization: Lilia

Article VII – General Provisions: Morgan/Kyle

Article VIII – Transitional Provisions: Brendalee/Ronnie

Ms. Lopes Ellison states she has hard copy of code available and will make 2 copies available to sign out.

2. MMA Feedback: Ms. Lopes Ellison: contacted Denise. No actual hard copy of templates. Feedback: Less is more. Would be able to have a couple of people speak to us over Zoom. Could serve as an asset/ learning opportunity
3. Town Meeting Status update of charter work: Discussions- will we be prepared to bring something to town meeting. Good idea to do status update/ completing narrative for annual town report. Kyle, Bob and Lilia have agreed to work on this
4. MMA webinar Discussion: Discussion from members who saw it. Very informative, but also keep in mind from perspective of town employees/town members. Linda had question about how we communicate with town meeting members. Kyle states we can do email blasts, neighborhood news

UPCOMING EVENTS: Next meeting Wednesday January 18, 2023

Other/New Business: None

Review Action Items:

1. Incorporating parts of bylaws into prototype Table of Contents and create a document for your assigned article. Once completed send to Kyle to create a master document.
2. Town Meeting Status Update Draft - Kyle, Lilia, and Bob
3. Contact Denise from MMA to have two members of their Form of Governance Committee speak at our Wednesday, January 18th meeting. - Kyle
4. Add MMA Webinar on charter committee town page – Kyle

Questions/Comments:

Kyle wants to wish everyone a happy holiday. Giving some reflections from Book of Joy. All members in agreement!!

Adjournment:

Motion to adjourn made by Ms. Melanson seconded by Bob

Approved 6-0 roll call vote

Meeting adjourned @ 7:44 PM

Marybeth Vargas

Recording Secretary to Charter Committee