

TOWN OF BECKET

Minutes

Town Meeting ByLaw Review Committee

4/1/2013

(APPROVED 5/6/13)

Members Present: Bruce Garlow (Chair), Ann Krawet, Jeanne Pryor

The meeting began at 1:00 p.m. It was moved and seconded to approve the minutes of 3/4/13 and the motion passed unanimously.

Bruce noted that the only corrections to the Bylaws Master List were those made at our last meeting. Under Articles and Petitions (1), Ann asked about the need for 200 signatures to call a Special Town Meeting (STM) and it was noted that this requirement was per Mass. General Law only if registered voters request the Board of Selectmen to call a STM. At a recent Board of Selectmen meeting, Bruce had suggested to the Board that it would be appropriate to have a STM to address the Town Meeting ByLaw Review Committee's bylaw recommendations. Under Articles and Petitions (2), at Jeanne's suggestion and agreement by the members present, the following change was made:

2- All petitioned articles, when received by the Board of Selectmen, shall be ~~referred to~~ filed with the ~~Town Clerk and~~ Board of Registrars of Voters for ~~checking as to the correctness~~ certification of signatures.

Bruce suggested the Committee may want to consider another bylaw regarding petitioned articles as follows:

Whenever 2 or more articles submitted to the warrant for any town meeting are related to the same subject matter the Board of Selectmen shall cause them to occur in sequence in their position on the warrant and if necessary shall insert an article which, if acted upon favorably, would combine the several related articles.

This may not be needed if the Board of Selectmen agree to requiring that Town Counsel suggest language that reflects the petitioner's legislative intent in presenting articles for insertion in the warrant and prepare the main motion for Town Meeting.

The use of the Parliamentary Guide grid was discussed. It was agreed to add to the bylaws that, "in addition to the chart of parliamentary motions (*Table of Basic Points of Motions*) as outlined in "Town Meeting Time" the following shall apply: Appeals, Reconsideration and Take No Action."

Some of the Points of Motions were reviewed. It was agreed that the Guide to be developed would include explanations of the motions.

It was agreed that the Bylaws Master List was o.k. for now but other changes would be entertained.

The forms for petitioned articles were reviewed and discussed. The following should be included: call a special town meeting, include explanation of petitioned articles, space for signatures on back of form (include summary or repeat of article), "print clearly," include space for Registrars signature on back. Jeanne will work on this for our next meeting.

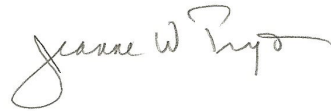
The development of a Parliamentary guide was discussed to include: an explanation of motions and how Becket's differ, glossary of terms (free cash, stabilization, appropriation, overlay, overlay surplus, cherry sheet), annual budget cycle. Headings, table of contents and index are important. Bruce will download guides from Halifax and Brookline and begin the review of guides. For our next meeting, Committee members should review other guides and look for important items to include in our guide. Ann noted that Becket's participation guide was in a question form and that format might be more informative.

Bruce noted that he appeared before the Board of Selectmen about a week ago and relayed that our Committee would like to see a uniform way to describe the Select Board as it would take a full scale amendment to the Town Bylaws and Charter to use Select Board because the Board is referred to as the "Board of Selectmen" in all of the town's bylaws. The Selectmen voted to use the name Board of Selectmen. Bruce has changed all of our proposed bylaws from "Select Board" to "Board of Selectmen." The Selectmen did agree to amend our charge so that we would report to the Board of Selectmen instead of to Town Meeting and agreed that the date of our report would be open ended. Bruce also reported that, in response to the Finance Committee putting our \$2,000 request for sound equipment on hold, he drafted and sent a memo to the Finance Committee sharing the Committee's reasoning for this request. It appears now that our request will be approved and included on the ATM warrant.

Ann reported that she has three people that volunteered to drive seniors to the polls using their private vehicles. Bruce explained generally that their private insurance would handle it unless it is more than their coverage and then the town insurance would kick in. This was MIIA's policy but needs to be confirmed with the Town Administrator.

The next meeting is scheduled for May 6, 2013, at 1:00 p.m. The meeting was adjourned at 1:47 p.m.

Respectfully submitted,



Jeanne W. Pryor

List of documents discussed and/or distributed at meeting:

1. BYLAWS MASTER LIST (REV. 4/1/13)
2. PETITIONED ARTICLES (samples)
3. Parliamentary Guide sheet
4. 3/28/13 memo to Finance Committee re Sound equipment funding request