

**Town Government Study Committee Meeting Minutes - Approved 8/26/15
July 22, 2015
Duxbury Senior Center**

Present: Gay Shanahan, John Tuffy, Gene Blanchard, Ted Flynn, Susan Curtis, Anne Ward

Absent: Alex Chin, Marty Desmery, Kathleen Glynn

Guests: Rene Read, Town Manager

Members of the Public: Bob Doyle, Jean Clark

I. Meeting called to order at 7:05 pm by Gay Shanahan

II. Public Comment

Bob Doyle – general interest

III. Discussion with Rene Read

A. Distributed copy of Town Manager Act

B. Provided update on House bill 3343 from TM 2015 amending TMA, allowance for contracts. Noted another recent amendment to bylaws: facilities director

C. Presented organizational chart of town department heads, noted that planning, assessor and library directors have dual reporting system b/c they both have Boards. They have two separate evaluations: board members and TM.

D. Group discussed possible options to current practices: evaluations of directors by Town Manager with input from boards, IT study in September that may impact organization/reporting, public safety consolidation, changes with new Planning Director this fall, Veteran's Agent, appointed vs. elected planning board, combine recreation and community education. Group noted Town Manager's wide span of control and numerous direct reports.

E. Mr. Read will report back on any perceived need for bylaws updates. Zoning bylaws update on hold. Strategic Plan not complete but notes are available for TGSC reference. Comprehensive Plan last done in 1999. A new plan will be a priority for new Planning Director. DOR offers free consultation and reports on best practices.

IV. Workplan Topics

A. Town Meeting: open vs. rep, timing, electronic voting vs. remote, reconsideration

B. # of Selectmen

C. Recall procedures

D. Organizational structure

E. Elected vs. appointed boards

F. General review of bylaws, survey of department heads and public

V. Subcommittees

- Bylaws subcommittee : Gene and Kathleen
- Survey subcommittee: Susan, Anne, Marty (plus Comp Plan and Strat Plan)
- Town Meeting: Gay and John T
- BoS - Ted
- Elected v. appointed boards- Ted
- Recall -Ted

VI: Approval of Minutes – motion by Anne Ward, second by Ted Flynn, motion passed unanimously

VII. Other business – invite Friend Weiler, Brian Cherry, John Madden. Next meeting August 26, 2015, 7pm Senior Center

VIII. Adjournment motion made by John Tuffy and seconded by Gene Blanchard. Motion passed unanimously. Meeting adjourned at 9:30pm.