

**Government Study Committee
Meeting Minutes
January 27, 2011, 7:00pm
Norwell Town Hall**

In attendance: Betsy Gordon, Daniel Collins, Paula White

1. Administrative issues

The committee review upcoming meeting dates.

February 7, 2011 – Finalize the Article language. Finalize invitation to town boards.

February 9, 2011 – Review any suggested changes by state officials

February 16, 2011 – Open meeting for all town boards to review and comment on the Article

February 23, 2011 – Review comments from Feb 16th meeting with town boards

February 28, 2011 – hold if needed.

2. Advisory Board Review of Article for Town Meeting

The members of the advisory board reviewed the proposed article and suggested certain changes in the following areas:

The Advisory Board wanted assurance that town employee job descriptions and reporting structures would be defined going forward. The Gov. Sturdy Committee pointed out the section in the Article that places the duty of creating job descriptions for each position clearly to the Town Administrator.

Concern was voiced for the change from an elected to an appointed Highway Surveyor. Members of the Advisory Board support the change but were concern how the change would affect the current Highway Surveyor who is currently elected.

The Advisory Board made some minor suggestions that helped with the clarity of their roles, duties, and position titles.

3. Review of Suggestions

The committee met separately to review the suggestions made by the Advisory Board. Dan Collins will integrate those changes with commentary so that the entire committee can review them before they are adopted.

4. Next Meeting

The next meeting will take place on Monday, February 7, 2011 at 7:00pm where the committee will review the final Article.