

Town of Sturbridge

Charter Review Committee

Meeting Minutes, April 20, 2016

Meeting convened at 6:30 pm in Town Hall Conference Room #2 by Chairperson William Haggerty. Present: Sandra Gibson-Quigley (SG-Q), Paul Zapun (PZ), Larry Morrison (LM), Bruce Boyson (BB) and William Haggerty (WH).

SG-Q moved, PZ seconded a motion to accept the minutes of April 6, 2016, as submitted. Passed 5-0.

BB furnished drafts of Sections 5-4 and 5-5, which were scrutinized as a work in progress, with further discussion anticipated at the next Committee meeting, to which the Town Administrator will be invited.

WH presented a sample document, formatted to display, through color coding, proposed amendments as well as additions, deletions, and repositioning of text from the current Charter. It was studied and found, without dissent, to be a clear, effective, informative and suitable means for exhibiting the final work product.

WH distributed a draft letter intended to inform the Selectmen of the Committee's approach to its assignment and the status of its progress. Following discussion and barely a few suggestions for phrasing and word choice, the result was endorsed by acclamation.

LM proposed a recommend change in name of the Personnel Classification Committee to include the contemporary term Human Resources (HR). SG-Q noted that HR covers more and different responsibilities than Classification. It was agreed that the topic, along with references to the Town's compliance with the Equal Employment Opportunity Act and the Americans with Disabilities Act, will be taken up in the Committee's letter of findings that it will submit to the Selectmen along with its Charter recommendations.

The Committee resumed its line-by-line examination of the Charter at Section 6-1. It was decided to delay further discussion on Section 6-2 (list of appointments), and on Section 6-3(A) (appointing authority) until the May 4, 2016, meeting, which the Town Administrator is expected to attend. Section 6-4 was deemed acceptable as written.

PZ moved, BB seconded a motion to adjourn at 8:26 pm. Passed 5-0.

Respectfully submitted,

Larry Morrison, Clerk

