

## **Town of Sturbridge**

### **Charter Review Committee**

#### Meeting Minutes, May 4, 2016

Meeting convened at 3:47 pm in Town Hall Conference Room #2 by Chairperson William Haggerty. Present: Sandra Gibson-Quigley (SG-Q), Paul Zapun (PZ), Bruce Boyson (BB), William Haggerty (WH) and Larry Morrison (LM). Attending: Town Administrator Leon Gaumond (LG).

BB noted a spelling error (acclimation/acclamation) in the minutes of April 20, 2016, which was corrected. PZ moved, SG-Q seconded a motion to accept the minutes as corrected. Passed 5-0.

The Committee resumed its line-by-line examination of the current Charter, at 6-1, and looked at that provision in tandem with 6-2. LG explained that the appointments of the Police Chief, Fire Chief and Director of the Department of Public Works are made independent of those departments' respective union contracts. LG recommended leaving unchanged the reference, in 6-2, to the confirmation power of appointments of the Selectmen. LG also stated that he is nearing completion of a written policy and procedure in keeping with the list identified in 6-1(B), with which, he stated, the Town Clerk concurs, and that the Town Administrator's office will maintain a coordinated current list. The policy is entitled: "Policy on Appointment Procedures for the Board of Selectmen and the Town Administrator."

The Committee decided to leave unchanged Section 6-1 (D/E), except to add the word commissions following the word boards. N.B.: In some copies of the current Charter, the provision under discussion is labeled (D) and in others the identical language is labeled (E), with no prior (D), leading to the conclusion that either a typographical error or a computer glitch, or both, was involved.

The Committee decided to recommend removal from the Charter of the lists found in 6-2 and, further, to include those lists by reference to the above-entitled policy and, in doing so, to mention the exceptions to the appointing authority of the Town Administrator (with Selectmen confirmation); those exceptions are of the authority of the Moderator to appoint the members of the Finance Committee and of the authority of the Board of Library Trustees to appoint the Librarian, whose authority, then, extends to the appointment of Library employees. LM offered to draft, in these minutes, for Committee review, language with respect to the foregoing in this paragraph, to wit:

#### "Section 6-2 Appointments

"The document entitled 'Policy on Appointment Procedures for the Board of Selectmen and the Town Administrator' shall determine the process by which the Town Administrator appoints and the Selectmen confirms all members of all offices, boards, committees and commissions under the jurisdiction of the Town Administrator. Nothing in this Section shall contravene the authority for appointments made by the Moderator or the Board of Library Trustees, each of whose respective authority in this regard is otherwise herein provided."

Sections 6-3, 6-4 and 6-5 were left unchanged in substance, but changes in wording were made to eliminate redundancy and for reasons of consistency in language style.

Article 7 was removed as duplicative to other documents or of a nature not belonging in a Charter. It had been recognized at a prior Committee meeting that Article 7 was an artifact from the transformation of the Highway Department to the present Department of Public Works.

LG offered, and the Committee accepted, access to Town Counsel for review of the Committee's final draft prior to its submission to the Selectmen.

SG-Q moved, PZ seconded a motion to adjourn at 5:30 pm.

Respectfully submitted,

Larry Morrison, Clerk