

DATE: May 12, 2023
TIME: 8:37 AM

**Bylaw Review Committee Minutes by Zoom
April 28, 2022**

Members attending: Bob McGaw, Joe Hicks, Bob Schafer, Ellen O'Brien Cushman

Members not attending: Charles Hamman

7:34 PM Vice Chair Bob McGaw called the meeting to order

Approval of minutes from March 9, 2022 and March 30, 2022 - not voted

Review and possible vote on proposed amendment to General Bylaws:

Amendments filed to main motion on Warrant Article 3 Comprehensive Capital Budget

Committee (formerly Capital Budget Committee)

§ 40-405 Comprehensive Capital Budget Committee

McGaw Amendment #2 to proposed Comprehensive Capital Budget Committee amendment
(intended to replace McGaw amendment #1)

Moved that Warrant Article 3 be amended to give guidance as to the types of financial evaluations that the Comprehensive Capital Budget Committee should include in its analyses of proposed Capital Projects, by inserting the following sentence after the first sentence of Paragraph D of the proposed Section 40-405:

The Committee will endeavor to utilize generally accepted financial analysis tools and models in its evaluation and comparison of Capital Projects.

Bob McGaw moved approval of the McGaw Amendment, as to form, placement and consistency with the General Bylaws. Seconded by Joe Hicks.

Roll Call Vote: McGaw – Yes, Hicks – Yes, Schafer – Yes, Cushman – Yes. 4-0-0 Unanimous approval

Weis Amendment #2 to proposed Comprehensive Capital Budget Committee amendment

Moved: To amend the main motion under article 3, §40-405 C by inserting the word “major” before the words “capital improvement needs” in the last sentence, and by deleting the hyphens in the terms “one-year” and “five-years” in the fourth sentence, so that the redlined subsection C appears as follows:

Redlined Proposed Amended Language for Subsection C:

The Plan shall include one-year, five-year, and 30-year components as hereinafter described.

The Plan’s one-year component shall include recommended appropriations for the next fiscal year, which shall consider the capital expenditure requests from each department head made through the Town Administrator and the Superintendent of Schools. The Plan shall also specify a program of capital expenditures by fiscal year over a period of five years. The plan for one-year and five-years shall include recommendations for sources of funds the Town can utilize to pay for Capital Projects. Beginning with the second Long-Term Capital Improvement Plan, each Plan shall also include the Committee’s analyses and recommendations for the anticipated major capital improvement needs over a 30-year period following the date of the Plan.

Ellen Cushman moved approval of the Weis Amendment, as to form, placement and consistency with the General Bylaws. Seconded by Joe Hicks.

Roll Call Vote: McGaw – Yes, Hicks – Yes, Schafer – Yes, Cushman – Yes. 4-0-0 Unanimous approval

Epstein Amendment to proposed Comprehensive Capital Budget Committee amendment

Moved to amend the main motion in Article 3

In the first sentence of paragraph A. change the words “the Vice-Chair of the Select Board” to “the Chair of the Select Board (or a member of that Board designated by its Chair)” so that the paragraph reads:

- A. The Capital Budget Committee shall henceforth be named “Comprehensive Capital Budget Committee” (“the Committee”) composed of nine voting members and two non-voting members: **the Chair of the Select Board (or a member of that Board designated by its Chair)**, the Chair of the Warrant Committee (or a member of that Committee designated by its Chair), the Chair of the Energy Committee (or a member of that Committee designated by its Chair), the Chair of the School Committee (or a member of that Committee designated by its Chair), and five registered voters of the Town who shall be appointed by the Moderator. The Moderator-appointed members shall serve for staggered three-year terms and shall be eligible for reappointment. The Town Administrator and the Superintendent of Schools, or their designees, shall serve as the non-voting members.

Bob Schafer moved approval of the Epstein Amendment, as to form, placement and consistency with the General Bylaws. Seconded by Joe Hicks.

Roll Call Vote: McGaw – Yes, Hicks – Yes, Schafer – Yes, Cushman – Yes. 4-0-0 Unanimous approval

Bob Schafer made a motion that the Bylaw Review Committee vote on a motion as to form and placement a motion to amend, in the event that a Town Meeting Member files an amendment before the Town Meeting deadline “or a member designated by it chair” or “a member designated by its vice chair”. Ellen seconded

Roll Call Vote: McGaw – Yes, Hicks – Yes, Schafer – Yes, Cushman – Yes. 4-0-0 Unanimous approval
Article 12 Encouraging Public Participation in Town Government. – Bob McGaw, the petitioner, no longer asking for an amendment to the General Bylaws, now it’s just a resolution, not requiring any action by Bylaw Review Committee. Bob McGaw has submitted an amendment by Substitute Motion, making his proposed amendment a non-binding resolution, titled Encouraging Public Participation in Town Government.

Future meeting dates will be set as amendments to the General Bylaws are received by the Committee.

8:08 PM Meeting adjourned

Respectfully Submitted,

Ellen O’Brien Cushman
Town Clerk & Ex-officio Member