

**Town of Scituate
Charter Review Committee
July 12th, 2021**

In Attendance: Karen Canfield, Nicole Brandolini, Andreas Vietor, Michael Gibson, Marla Minier, Raymond Voelker, Lincoln Heinman, Bret Bilyou

Minutes from previous meeting not accepted.

5-2 Consolidation of articles 5-2 and 5-3. Language revisions were necessary and a merger between the two articles was created. The revision of these two sections highlighted a need for an employee handbook that serves as a guidebook for current employees.

Article 6 In its current state, this article is vulnerable to lawsuit.

6-3 Lincoln to provide language to include revenue source requirement in warrant motion.

6-5 Need language change, the word advisory is far too vague and needs to be defined. The word "shall" is to be replaced with "may", this is because shall is too insistent and may is much clearer. Section (a) of 6-5 may remain unchanged, however could be subject to amendments in the future. As for section (b), this should be removed completely, it is far too wordy and convoluted.

6-6

(d) Capital planning program should be the responsibility of the town admin. In addition, the timing of the capital planning process should allow for appropriate review by the capital planning committee prior to being presented to the select board. This will make the process much more efficient during the planning process.

(e) Needs language assistance on capital planning.

6-8 Stands as is but needs to be unbolded.

Meeting adjourned at 7:05

Respectfully submitted,

Bret Bilyou