

1. Call To Order And Pledge Of Allegiance

The meeting was called to order at 7:02 pm. The pledge of allegiance was said.

Attendance (Charter Review Committee Members attended via remote connection): Matt Jussaume (Chair), Caroline Ahdab (Vice Chair), Ramona Reed (Clerk), John Ladik, Harvey Serreze, Marilyn Tremblay, Absent: Bob Newton

Housekeeping: The committee members' appointment terms expired on June 30, 2021. Everyone in attendance this evening submitted requests to the Select Board to be re-appointed. These were approved and each committee member will need to make time to be sworn in by the Town Clerk.

Meeting schedules were discussed and it was determined we could remain on our current bi-weekly meeting schedule on Wednesday nights.

2. Acceptance Of Minutes

6/9/2021 Minutes:

The minutes from the meeting on June 9, 2021 were reviewed. Marilyn Tremblay made a motion, seconded by John Ladik, to accept the meetings minutes from 6/9/2021. The minutes were accepted unanimously.

6/23/2021 Minutes

The minutes from the meeting on June 23, 2021 were reviewed. John Ladik made a motion, seconded by Caroline Ahdab, to accept the meetings minutes from 6/23/2021. The minutes were accepted unanimously by the committee members present at that meeting.

Yes: Caroline Ahdab (Vice Chair), Ramona Reed (Clerk), John Ladik, Harvey Serreze
Abstained: Matt Jussaume (Chair), Marilyn Tremblay

3. Public Comments On The Agenda

None.

4. Public Feedback Received

1. An email dated June 22, 2021, was sent to Matt Jussaume from Select Board member, Mr. Tony Beattie. Mr. Beattie, speaking for himself, advised that he supports a joint meeting between the Charter Review Committee and the Select Board to discuss the roles of the Town Administrator and the Select Board. He will ask the Select Board chair to schedule this meeting. Mr. Beattie also wrote that he would like to revive the discussion about a charter position on local town politics avoiding partisan positions and debates.

2. An email dated July 6, 2021, was sent to Matt Jussaume from Select Board member, Mr. Tony Beattie. Mr. Beattie, speaking for himself, mentioned he is doing research on "strong" select boards to prepare for a future joint meeting he'd liked to have scheduled for the CRC and the Select Board. He also asked Matt to forward questions and "wishes" the CRC has for the Select Board for this meeting.

3. An email dated July 7, 2021, was sent to Matt Jussaume from Select Board member, Mr. Tony Beattie. Mr. Beattie, speaking for himself, provided a list of suggested changes concerning the leadership

responsibilities of the Select Board and Town Administrator that he would like to discuss and have considered for the Charter.

4. Mr. Beattie was also in attendance at this meeting. Speaking for himself, he further elaborated that he is doing research through the Mass. Municipal Association concerning how other cities and towns handle "strong" select boards.

5. John Ladik provided feedback he noted on social media sites from some town citizens suggesting that the Charter specify the Town Meeting dates. Some people were unhappy that the recent Spring Town Meeting was held on a Saturday. The Committee discussed this and decided not to address this in the Charter because this issue should be discussed with the Select Board, and if needed, covered by a by-law to have as much public input as possible on the decision.

5. Charter Revisions - Work On Complex Issues (See List Of Items In Agenda Packet)

5.1. Item 6 - Elected And Appointed Officials (Sections 3 And 5-5)

Concerning information about elected and appointed Town officials in the Charter:

Charter Article 3 - Elected and Appointed Officials

The CRC reviewed prior revisions made to various sections of Article 3 and determined that no further changes were necessary.

Charter Article 5, Section 5 - Organization of Town Government Appointments

The discussion for this section was to decide if the list of Select Board and Town Administrator Town government appointees should remain in the Charter. Harvey Serreze had researched and compiled an updated list (latest version is dated 11/18/21).

Matt Jussaume asked Caroline Ahdab to provide the background again on why the original Charter Committee added this list to the Charter. Caroline explained that it was to demonstrate to the public that the Charter would not be changing the government structure that was put in place through Town By-laws and the Administrative Code. She reiterated that she does not believe the list should remain in the Charter, and it would be more appropriate to have it in one of the other Town governing documents, such as the By-laws. This list could frequently change based on new positions that could be added to support the Town, and the Charter is scheduled to only be updated every 10 years. Harvey Serreze commented that he was not comfortable completely removing the list from the Charter. Ramona Reed commented that since the intent was not for the Charter to mandate who appoints the officials, but to serve as a reference, it would be better to have the information in a different Town document that could be posted and easily referenced by the public.

Motion: A motion was made by John Ladik, seconded by Caroline Ahdab, to modify Charter Article 5, section 5 to eliminate item a, and the lists of the appointed officials in the current Charter draft. The motion passed by a vote of 5-1. Yes: Ramona Reed, Marilyn Tremblay, Caroline Ahdab, John Ladik, Matt Jussaume, No: Harvey Serreze.

5.2. Item 7 - Select Board Members Serving On Multiple Member Bodies (Section 3-2 B)

Due to time constraints, this item will be moved to the next meeting agenda.

5.3. Other Items From Complex Issues List, Time Permitting

Charter Article 5, Section 2 - Publication of Administrative Code and Personnel Plan

The CRC returned to review this section to try and clarify what is meant by "Administrative Code", as discussed earlier in the meeting. There is still a question whether this pertains to the By-laws, the Code of Pepperell or a combination of both. This discussion will continue at a future meeting.

6. Other Matters Which Could Not Be Reasonably Anticipated 48 Hours Prior To Meeting

None.

7. Adjournment

John Ladik motioned to adjourn the meeting, which was seconded by Marilyn Tremblay. By unanimous vote, the meeting adjourned at 8:56 pm. The next Charter Review Committee meeting is planned for July 21, 2021.

Minutes respectfully submitted by Ramona Reed, Clerk, Charter Review Committee