

Charter Commission
January 23, 2024
Meeting Minutes

Members present: Dwayne Woodsome. Marina Gagne, David Barker, Lori Anthony, Nadine Molloy. Absent: Steve Ross and Nancy Brandt.

Review of Article 3 & 4

David Barker agrees with Nancy Brandt to tell it what it is. Need to be transparent, going to have some people agree and some disagree. Lori Anthony added not have full time in charge for Town Manager. Don't need full time Town Manager. Marina Gagne also added that some employees feel should have Town Administrator full time. David Barker reminded that the charter has Town Administrator shall devote full time to that position. If the duties are being divided up why do we have a charter? Marina Gagne explained that when Gary Lamb was Town Administrator, Matt was 2nd in command and that sort of has gone away, no one to cover when Matt is out on vacation etc. Dwayne Woodsome added that Matt is available 24/7 whether is on vacation or not. Next year will find an assistant to cover in the building 4-6 hours a day. Matt has 7-8 weeks' vacation built up and he is in the office 4-6 hours a day. David Barker feels the charter need to address hours and what the duties are. Dwayne Woodsome would like to have open space on the wording and ask Town Attorney about the wording. Lori Anthony added Town Administrator should not be Town Clerk, Tax Collector and Treasurer, have dept. already. Job description is for Town Manager not Town Administrator. Discussion on new positions was held. Lori Anthony explained that it is already in the charter, can add positions without Charter Commission.

Article 3-Board of Selectmen

David Barker made the motion to change wording for Board of Selectmen to Council, with Council members will be members at large; motion seconded by Nadine Molloy; Motion carries 4-0-1 with Dwayne Woodsome abstaining for conflict of interest.

Dwayne Woodsome also added feels the charter will not pass, people will find tooth and nail not to change it. Lori Anthony added if anyone has a problem can attend public hearings to voice their opinion. Dwayne Woodsome added that will not get until 11th hour and will not happen. David Barker added explain that is what you have been under for the last 10 years. Dwayne Woodsome added not disagreeing not functioning in that direction. Marina Gagne asked what the apprehension is, do they not like charge? Dwayne Woodsome added that 2 or 3 from the last time did not want the change so left it out and they are still out there. Lori Anthony asked if Select Board and Council have the same duties. Dwayne Woodsome replied yes. David Baker further explained that one has more duties than the other. Lori Anthony would like to ask Town Attorney. David Barker added that attorney had previous explained that it is the wording. Dwayne Woodsome also added that there is \$2,000. In the commission budget, haven't spent any but is that going to be enough. Marina Gagne explained that with the costs of the 1st public hearing would have left a balance of around \$400.00, but have not spent any funds yet. Dwayne

Woodsome informed the members to send a letter to the Town Administrator ASAP to roll over funds and add additional funds for next budget. Marina Gagne replied that she was not aware had gone over the Charter Commission budget. Dwayne Woodsome explained that it falls under General Government. Lori Anthony added will need to hold one public hearing. Dwayne Woodsome added that if planning on mailing, current funds will not be enough. Lori Anthony explained that if there is push back, will not have funds available for a second public hearing. Nadine Molloy feels should budget for another \$2,000.00.

Article 4-Town Administrator

Lori Anthony made the motion to remove from Charter **Section 402 – Powers and Duties.**

A. The Town Administrator shall be Town Clerk, Tax Collector, Town Treasurer and Administrator of General Assistance. The Town Administrator shall have and exercise all powers and responsibilities conferred or imposed by law upon such respective offices. Motion seconded by David Barker. Motion carries 3-0-2 with Dwayne Woodsome and Marina Gagne abstaining due to conflict of interest.

Nadine Molloy feels if going to do Council should do Town Manager.

Article 4-Town Administrator

Lori Anthony made the motion to change Town Administrator position to Town Manager; Nadine Molloy seconded. Motion carries 5-0-0.

Marina Gagne asked if there are any other portions on Article 3 and 4 to review. David Barker replied will have to revisit after attorney has answered questions and wording. Dwayne Woodsome explained that the Assistant Town Manager will get \$100.00 per day for Acting Town Manager when Manager is out.

ARTICLE 5 – REGIONAL SCHOOL UNIT

No change.

ARTICLE 6 APPOINTED BOARDS

Dwayne Woodsome made the motion to remove Section 604-Road Review Committee, Section 606-Transfer Station/Recycling Committee, Section 607-Conservation Commission, Section 609 Fair Hearing Committee to Fair Hearing Officer and to amend Section 6.03 Planning Board. To remain but to be revised to state the Planning Board will comprise of 7 regular members removing the 2 alternates as suggested by the Town Planner, Section 610-Boards & Committees 1. Adding Zoning Board of Appeals with Planning Board shall be five (5) year terms; motion seconded by David Barker. Motion carries 5-0-0.

ARTICLE 7 – MUNICIPAL ELECTIONS

Motion by Dwayne Woodsome to leave as is; motion seconded by David Barker. Motion carries 5-0-0.

Motion by Dwayne Woodsome to approve minutes of January 9, 2024 meeting: motion seconded by Nadine Molloy. Motion carries 5-0-0.

Commission application. Applicant will asked to meet with the commission at the next meeting on Feb. 13th at 6 pm.

Adjournment:

Nadine Molloy made the motion to adjourn; motion seconded by David Barker. Motion carries 5-0-0.

Respectfully submitted,

Nancy Brandt, Secretary