

Members Present: Sam Albert, Police Chief; Karen Murphy, Town Administrator; Denise MacAloney, Town Clerk; Charlie Aubuchon, Citizen-at-Large; Brenda Bodanza, Citizen-at-Large

Members Absent: Josh Hall, DPW Director; Sharon Taylor, Citizen-at-Large

Others Present: John Fairbanks, Board of Selectmen; Mike Fortin, Planning Board; Jim Delisle, Advisory Board; Peter Normandin, Advisory Board; Stephanie Lahtinen, Exec. Assistant; John Bowen, Town Moderator; Steve Wallace, Town Planner; Lt. Mike McDonald; Kevin Nivala, Fire Chief

CALL TO ORDER

S. Albert called the meeting to order at 9:30 a.m. in Room 205 of the Westminster Town Hall.

APPROVAL OF MINUTES – JULY 14, 2015

C. Aubuchon made a motion to approve the minutes of July 14, 2015, with the addition of Kevin Nivala to the “Present” section. The motion was seconded and passed unanimously.

DISCUSS PROCESS FOR REVIEWING ARTICLE 11 OF NOVEMBER 18, 2014 SPECIAL TOWN MEETING

S. Albert indicated that the Bylaw Review Committee was asked to offer a recommendation on Article 11 of the November 18, 2014 Special Town Meeting, this article had to do with members of the Advisory Board serving on an additional town board or committee.

J. Fairbanks indicated that the Advisory Board is very important and needs to remain objective in its decision making. It is for this purpose that the bylaw needs to be reworded for clarification of its intent.

J. Fairbanks distributed an email that he received from Town Counsel expressing his opinion that it would not be appropriate for an Advisory Board Member to also serve on the Planning Board.

S. Wallace stated that the Planning Board and other boards/committees have a hard time getting volunteers to serve and maybe it would be helpful to make a formal recusal policy for Advisory Board members serving on other boards.

D. MacAloney indicated that she is in agreement with J. Fairbanks and that a volunteer should not be able to serve on the Advisory Board and another town board.

J. Bowen asked what the rationale was behind this issue, and why it’s a matter of discussion.

J. Fairbanks stated that the Advisory Board needs to be free of conflict to operate effectively.

J. Bowen indicated that he is not aware of any problems that have arisen because of this bylaw, and that the language in the bylaw is clear. He also stated that if there hasn’t been a problem to date, that the town should not limit its pool of candidates for boards and committees.

Discussion continued and the committee indicated they needed to get an opinion from Town Counsel on this bylaw and its wording. In addition, staff should gather information on how other towns in the area deal with this particular situation.

REVIEW OF BYLAWS

D. MacAloney reviewed the bylaws relating to Elections and Town Meeting, Town Clerk and General Provisions.

The committees discussed D. MacAloney's proposed changes to these sections of the bylaws, specifically the start and end times to Special and Annual Town Meetings, allowing the Clerk to make non substantive revisions to the bylaw code

OTHER BUSINESS

S. Albert indicated that the next meeting will be held September 17, 2015 at 9:30 a.m. The agenda items will include:

- Chapter 13 – Board of Health – E. Swedberg
- Chapter 22- Town Counsel
- Chapter 28- Finances – M. Smith / C. Aubuchon

ADJOURNMENT

There being no further business, the meeting adjourned at 11:20 a.m.