

*Members Present: Sam Albert, Police Chief; Karen Murphy, Town Administrator; Denise MacAloney, Town Clerk; Charlie Aubuchon, Citizen-at-Large; Joshua Hall, DPW Director*

*Members Absent: Sharon Taylor, Citizen-at-Large; Brenda Bodanza, Citizen-at-Large*

*Others Present: John Fairbanks, Board of Selectmen; 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 – AUGUST 20, 2015**

D. MacAloney made a motion to approve the minutes of August 20, 2015. The motion was seconded and passed unanimously.

## **UPDATE ON PROCESS FOR REVIEWING REQUEST TO OFFER RECOMMENDATION ON ARTICLE 11 OF 11/24/14 SPECIAL TOWN MEETING**

J. Fairbanks and S. Wallace presented two different options to the Committee regarding the language for the Advisory Board Bylaw.

S. Albert, referring to the copies of bylaws from surrounding towns, noted that 11 out of 12 communities' bylaws restrict Advisory Board membership on other boards/committees in some way, most prohibit it.

Committee members agreed to recommend that the bylaw restrict membership of Advisory Board members from serving on other elected or appointed boards, committees and commissions unless expressly stipulated that their membership is included in the board/committee.

## **REVIEW OF BYLAWS**

Chapter 22 –Town Counsel: no changes needed at this time.

Chapter 28 – Finances: K. Murphy will review and ask accountant to review this bylaw as well.

The committee is waiting to hear back from the Advisory Board regarding Chapter 4, this item will be put on the next meeting agenda.

Chapter 6 – Agricultural Commission: still reviewing.

Chapter 15 – Capital Planning: committee is ready and will present at the next meeting.

Chapters 75, 92, 125 – Police: will present at next meeting.

Chapter 13 – Board of Health: will present at next meeting.

## **OTHER BUSINESS**

The next meeting of the Bylaw Review Committee will be held on Wednesday October 7, 2015 at 10:00am in room 205.

## **ADJOURNMENT**

There being no further business, the meeting adjourned at 10:04 a.m.