

CTOS Meeting Notes
Wed., Sept. 30, 2020
7 pm

CTOS members present: Jean Berg, Harry Bohrs, Dick Benka, Betsy DeWitt, Sean Lynn-Jones. Absent: Michael Robbins, Marty Rosenthal

Others present: Linda Golburgh, Jeff Nutting, John VanScoyoc, Scott Ananian, Jennifer Goldsmith, Harry Friedman, Meggan Levene, Cliff Brown, Carla Benka, Mike Toffel, Ariel Maddocks

Warrant Articles 19 & 20

CTOS member Harry Bohrs gave an overview of the Town Clerk position and responsibilities with a proposed set of bylaw amendments that had been distributed to members. The term of Pat Ward, the current elected Town Clerk, expires 2021.

Select Board J. VanScoyoc, **Petitioner. Town needed someone experienced and qualified to be support staff when the Town Clerk became ill and out of the office for months. The SB learned how difficult it was to find a qualified person. An elected candidate does not have to demonstrate qualifications for the position. Therefore, the SB has proposed making the position appointed as a department head, to be hired with the necessary skill sets to fulfill the responsibilities of a Town Clerk in the 21st Century.**

L. Golburgh, Acting Town Clerk & J. Nutting, Support Staff with 40 years in municipal government, indicated that the current skill sets for a Town Clerk **require special knowledge of MA statutes and regulations. Needs to be a certified Town Clerk after a 3-year training program. There are multiple responsibilities that need administrative experience and technical skills. Both** recommend that the position be appointed in order to have the necessary level of qualifications.

Public comments:

S. Ananian: Appointed TC should not be a voting member of TM. TC should be a registered voter. SB should appoint an interim TC until a process for replacement is in place.

C. Brown: Need to deal with serious problems with records storage and retrieval. TC office needs more financial resources. Supports appointed TC.

CTOS comments: Generally in favor of the WA.

Need to consider language to clarify TC status if appointed as a voting member of TM. Also, determine if an appointed TC would have a term limit.

Warrant Article 29

CTOS member Dick Benka reported on the changes proposed by the petitioners and the discussion at the AC/CTOS public hearing on Sept. 17. The AC subcommittee voted to delay a vote on the Article until after seeing the CTOS report.

Since the public hearing, the petitioners have made some changes in their proposal: deleted term limits and clarified language describing appointment procedures.

The CTOS subcommittee reviewed the petitioner's major changes to the bylaw:

- Sec. 2.2.1 Appointment of Members would
 - create a 3-member Candidate Review Panel (CRP), of which two members are indirectly appointed by the SelectBoard: the chairs of the Commission for Diversity, Inclusion and Community Relations (CDICR) and Economic Development Advisory Board (EDAB). The CDICR AND EDAB chairs would either serve or designate a member to serve on the CRP. The Advisory Committee chair would be the third member.
 - The CRP would recommend applicants to serve on the Advisory Committee to the Moderator. If the Moderator deemed candidates unsuitable, the Moderator could not appoint others but must request additional candidates in writing. The CRP then would have 60 days to recommend additional candidates.
 - The amended language would have at least one AC member from each precinct and a limit of three members from the same precinct.

Dick Benka presented

(1) a draft proposed substitute amendment:

- No CRP
- 12 AC members to be elected TMMs
- No more than 3 AC members from each precinct

(2) a draft Resolution addressing the recruitment and outreach process

- Form a Moderator's Outreach Committee (MOC)
 - 5 members who would recruit AC candidates from a broad range of community groups and municipal committees

- The committee would develop a set of goals for outreach to address the broad range of diversity, knowledge and experience desired in AC members
- After reviewing applications, the MOC would make recommendations to the Moderator for appointments, but advisory rather than gatekeeper.