

1 was also removed. There were a number of grammatical changes to line things up. Employees
2 were covered under collective bargaining agreements, so they were separate from this Ethics
3 provision. Mr. Campbell then moved to initiative petitions to read the language about them
4 having to go on the ballot if they involve money. There was cleanup language about the number
5 of alternates to the Planning Board to change it from three to five. The Planning Board had
6 historically had five. The Conservation Commission would be amended to have seven members
7 and five alternates as it had in the past. These amendments were intended to clean up the
8 language and bring things in line with past practice.

9
10 Councilor Bettencourt stated that all of these changes made sense. He supported reverting back
11 to the Conservation Commission's regular membership number. Councilor Bettencourt also
12 supported the section on the Library because it matched the law. He learned about it during the
13 last budget committee. He wanted to have the fewest number of ballot questions possible. A
14 large number of articles frustrated people as they learned during the Charter Commission
15 process.

16
17 Councilor Wright had a change to the organizational meeting to match what actually happened
18 which was that the Secretary kept the Non-Public Session minutes, and the Town provided a
19 secretary to do the Public Session minutes. They needed to change the reference to the timing of
20 the Town Manager's review to have it occur after the budget process instead of during.

21
22 Manager Dillon stated that he had a couple of changes. He asked staff to review the Charter and
23 come up with questions or issues to get clarification. The Charter stated that the Moderator had
24 the power to appoint election officials except for those officials who were elected. He asked if
25 that power could be delegated because that was what had happened in the past. The Moderator
26 delegated the power to the Town Manager to hire the other election positions.

27
28 Chairman Bryant stated that sounded okay.

29
30 Manager Dillon stated that the next item was Campaign Finance. He asked if they wanted to
31 draft it or have staff present a draft on how to process the reporting.

32
33 Councilor Sweeney stated that he was happy to send his rough ideas to staff for developing the
34 process.

35
36 Councilor Stacey asked what the purpose was and who would make the determination on
37 whether they were within the limits.

38
39 Chairman Bryant stated that he thought there was an ordinance at some time in the past on
40 electioneering. They did not seem to have had it enforced for some time.

41
42 Councilor Sweeney stated that they were not in a position to put limits on spending. They could
43 just report on what was spent and where the money was spent.

44
45 Councilor Bettencourt stated that they were trying to get to transparency. The State made the
46 information available to the public. They were not monitoring it strictly, just getting the
47

1 information out. Staff would have to maintain the documents so what worked for staff should be
2 considered.

3
4 Chairman Bryant stated that Manager Dillon had some direction now.

5
6 Manager Dillon spoke about there being a bill in the Legislature to expand the ability to remove
7 Councilors if it is in their Charter from cities to cities and towns.

8
9 Chairman Bryant stated okay.

10
11 Manager Dillon stated that his question about compensation was addressed. He had received a
12 question about emergency meetings. The Emergency Management Director and the Health
13 Officer had the ability to address emergencies. They wanted to confirm that they still had the
14 ability to do what they had to do without conflicting with the Charter.

15
16 Chairman Bryant stated that made sense.

17
18 Manager Dillon stated that new sewer or water lines costing over \$100,000 were required to be
19 on the Official Ballot. The new lines would cost more than that threshold so he asked if any new
20 line would have to be a separate Warrant Article.

21
22 Councilor Stacey stated that she did not think so.

23
24 Manager Dillon then moved to 3.7.1 D regarding real estate: "Sale, lease, transfer, mortgaging,
25 pledging or conveyance by any other means, of any real property or fixed improvements to said
26 property, or conveyance of any right or exclusive franchise associated with such property, to any
27 party under terms that are not available to every other party that may apply for such right if the
28 value of said property exceeds \$10,000. This excludes any tax sales." They had a lease to Peters
29 Farm and the question was whether or not it would have to go on the Official Ballot.

30
31 Chairman Bryant stated that they had been doing that for decades.

32
33 Mr. Campbell stated that the intent was if there were terms that were not available to everyone
34 else then it would have to go to the ballot. The intent was not to have a private sale or lease. If
35 the terms would be available to the public. They set it to \$10,000 to avoid minor items like
36 selling abandoned rights-of-way to abutters. He felt that the Peters lease would be covered and
37 not have to go on the ballot.

38
39 Manager Dillon stated that he agreed. The Assistant Town Manager looked at other towns the
40 had adopted Charters and one had six changes in the first year and eight changes in the second
41 year. This had been going on so long that he couldn't say that it would be available to anyone
42 else.

43
44 Chairman Bryant stated that he could not think of another way to handle this.

45
46 Councilor Sweeney asked when the current lease expired.

1 Nicole McGee, Finance Director, stated that it was an annual lease.

2
3 Manager Dillon asked if it was something that they would want to put out as an RFP.

4
5 Counselor Stacey stated that she didn't think an RFP was needed.

6
7 Councilor Sweeney asked if the lease was signed before the Charter took effect.

8
9 Manager Dillon answered yes.

10
11 Councilor Sweeney stated that if they could amend the language then this lease would be okay.
12 He asked about getting input from Counsel on this situation.

13
14 Manager Dillon stated yes, the lease would be okay.

15
16 Chairman Bryant stated that they could do that.

17
18 Councilor Pelletier asked if it would come back to the Town Council if there was a change in the
19 value of the property.

20
21 Chairman Bryant stated that he would imagine that would be the case.

22
23 Manager Dillon stated that the other issue was the lease agreements on cell towers. Some of
24 those leases allowed the company to upgrade their equipment and use more space. He wanted to
25 make sure that they were still okay to continue those leases.

26
27 Chairman Bryant stated that was probably okay.

28
29 Manager Dillon asked if it would have to go on the ballot if there was an amendment to the
30 agreement because those had previously gone to the Board of Selectmen for approval.

31
32 Councilor Sweeney stated that he thought that was a question for Counsel.

33
34 Councilor Bettencourt stated that it was impossible to be perfect. Mostly these were
35 housekeeping changes. If there was not a need to go digging, then they shouldn't go looking for
36 every possible issue.

37
38 Manager Dillon stated that he had uploaded the other items. If the Council reviewed them and
39 felt that they should bring the items forward, then they could. The one other issue was the Audit.
40 The Charter said that the Town Council would go out for the audit firm. He asked about
41 delegating the RFP to staff.

42
43 Chairman Bryant stated that he was okay with delegating that work.

44
45 Manager Dillon asked if the Council wanted to review the proposals.

1 Chairman Bryant stated yes.

2
3 Manager Dillon stated that the Charter required a change in auditors every six years. He asked if
4 that meant changing partners or firms.

5
6 Councilor Stacey stated that she felt it was the firm that should change so that new people were
7 looking at it.

8
9 Manager Dillon stated that the other items could wait.

10
11 Chairman Bryant stated that they were good for now.

12 13 **4. Town Council Goals Workshop**

14 Manager Dillon stated that this was for the Town Council to set goals. The Department Heads
15 were present in case there were questions.

16
17 Councilor Sweeney stated that besides protecting the taxpayers with the tax rate, the biggest
18 goals were to get a new police station on the Warrant and find a place for the west side fire
19 station.

20
21 Chairman Bryant stated that it was easier to achieve a couple of goals than having a lot of them.
22 The public needed definitive goals on the police station and the west side fire station. He felt that
23 a solid plan would get people's support.

24
25 Councilor Bettencourt stated that he would not add goals to those. He felt that how they got there
26 on those items and the impact on the taxpayers could not be forgotten. It was important to figure
27 out how to balance the tax rate, the needs of the town, and the need for the stations. The
28 economy was still tough now.

29
30 Chairman Bryant stated that the goal statement was managing the taxes, the new police station,
31 and the west side fire station.

32
33 Councilor Sweeney asked if staff had any comments about goals.

34
35 Manager Dillon stated that staff had had discussions. They recognized that the community was
36 growing. The top two goals were their top goals. Technology was the only other thing they had
37 discussed.

38 39 **5. Town Old Business Tabled/Pending**

40 **A. Continued Discussion on Communications Committee**

41 **B. Continued Discussion on Draft Resident Survey from Town Council**

42 **C. Continued Discussion on Draft Rules of Procedure for Public Comment**

43 **MOTION:** by Councilor Sweeney

44 *Move to remove from the table discussion on the review of Communications Committee.*

45 **SECOND:** by Councilor Stacey

46 **VOTE:** 8-0-0

1 **The motion passed unanimously.**

2
3 **A. Continued Discussion on Communications Committee**

4
5 Chairman Bryant stated that they had information on the proposal.

6
7 Councilor Withrow asked if they got legal response.

8
9 Manager Dillon stated that he did not receive a written response. In his conversation with the
10 Attorney regarding information that should not be discussed, the Attorney thought the committee
11 was for improving the ways of getting the information out so this should be less of an issue.

12
13 Councilor Withrow stated that she tried a broad item with her draft. She felt the important things
14 were covered.

15
16 Councilor Wright stated that she was okay with them.

17
18 Councilor Bettencourt stated that he thought this was a good start. The one thing that he saw was
19 the point about advocacy of Warrant Articles. His advice was for the committee to be aware that
20 the media outlets would have to provide both sides of the communication. The goal was to get
21 more information out to the residents on what was happening. It should not be a propaganda arm.
22 He felt that this was a great start.

23
24 **MOTION:** by Councilor Bettencourt

25 *Move to adopt the Communications Committee Mission Statement as proposed and amended*
26 *on June 12, 2023.*

27 **SECOND:** by Councilor Stacey

28
29 Councilor Wright stated that under Section 5 there were two sentences that should be one
30 sentence because there was a period that should be a comma.

31
32 **VOTE:** 8-0-0

33 **The motion passed unanimously.**

34
35 Councilor Wright stated that they had a meeting on Thursday.

36
37 **B. Continued Discussion on Draft Resident Survey from Town Council**

38
39 Chairman Bryant suggested leaving the Resident Survey to the Communications Committee to
40 develop.

41
42 Councilor Pelletier stated that there were no numbers so they should be added to the survey.

43
44 Chairman Bryant stated that they would skip reopening this item.

1 **C. Continued Discussion on Draft Rules of Procedure for Public Comment**

2
3 **MOTION:** by Councilor Stacey

4 *Move to remove from the table discussion on the review of the Draft Rules of Procedure for*
5 *Public Comment.*

6 **SECOND:** by Councilor Sweeney

7 **VOTE:** 8-0-0

8 **The motion passed unanimously.**

9
10 Chairman Bryant stated that there were two drafts.

11
12 Councilor Wright stated that she felt that they should not make invited guests wait. They should
13 go first then have the comments at the end. They could have a sign-up sheet but no one should be
14 told that they could not speak.

15
16 Councilor Withrow stated that she did not want to make people wait until the end of the meeting
17 or have a cut off time. She felt that there should be a total time limit. If they were really heated
18 then they should be on the Agenda.

19
20 Councilor Pelletier stated that he agreed with Councilor Withrow but was concerned about
21 residents of another town being able to speak.

22
23 Councilor Bettencourt stated that he did not think they could limit public comment by residency.
24 He felt that public comment should be at the start of the meeting. The person was motivated to
25 speak. There was a huge difference in time for the start of the meeting versus the end for some
26 meetings.

27
28 Councilor Stacey stated that she felt that there should be a time limit. It was a business meeting.
29 They met often enough that the person could be on the Agenda for the next meeting if they
30 couldn't speak at a meeting or ask to be on the Agenda for the first meeting.

31
32 Councilor Pelletier stated that they always used to have public comments at the beginning and
33 the end of the meeting. It could affect how they voted.

34
35 Chairman Bryant asked Councilor Withrow which one was hers.

36
37 Councilor Withrow stated that the 13 point one was her second draft.

38
39 Manager Dillon stated that they included both drafts as a comparison.

40
41 Chairman Bryant stated that he would not be concerned about a few minutes over, but it couldn't
42 go forty-five minutes because they had business to accomplish. They could change the guidelines
43 if needed.

44
45 **MOTION:** by Councilor Withrow

46 *Move to adopt the Draft Rules of Procedure for Public Comment.*

1 **SECOND:** by Councilor Sweeney
 2 **VOTE:** 7-1-0
 3 **The motion passed with Councilor Wright opposed.**

4
 5 Chairman Bryant stated that Public Comment would be at the beginning of the meeting.

6
 7 **6. Town Manager’s Report/Questions from Town Council**

8 Manager Dillon stated that the Town Hall would be closed for Juneteenth. Letters were sent out
 9 to people regarding electric utility rates. They had received a lot of calls from residents about the
 10 increasing electric rates. He asked if the Council wanted to send letters to their Representatives.

11
 12 Councilor Sweeney stated that he remembered that there was a bill last year and this year
 13 regarding Community Choice Aggregation. He asked if staff could look into it to see if they
 14 would be eligible for one of those markets.

15
 16 Manager Dillon stated that he would look into it.

17
 18 **7. Additions and/or Requests by Public or Council by Vote**

19 None.

20
 21 **8. Upcoming Meetings**

- 22 • June 26, 2023
- 23 • July 10, 2023
- 24 • July 24, 2023
- 25 • August 7, 2023
- 26 • August 21, 2023

27
 28 **ADJOURNMENT AT 8:02 P.M.**

29 **MOTION:** by Councilor Bettencourt

30 *Move to adjourn at 8:02 PM.*

31 **SECOND:** by Councilor Wright

32 **VOTE:** 8-0-0

33 **The motion passed unanimously.**

34
 35 Notes/minutes taken by: Jeremiah Lamson

36
 37 Approved: Board of Selectmen

38
 39 Date Approved: June 26, 2023