

## Bylaw Committee Minutes\_ October 3, 2022 Meeting

### Meeting #5 Bylaw Committee

Minutes for Bylaw Review Committee ("The Committee")

October 3, 2022 at 7pm via Zoom

#### Item #1: Call to Order

7:00pm Call to Order

Committee Attendees: Dan Lieber (Chair); Joe Pride; Tim Lilley; Katherine Howitt; Lucy Fox; Kevin York; Eric Reid; Ann Santos (Vice Chair)

Not Attending: Alexandra Makarewicz; Lisa Cutulle

Other Attendees: Town Counsel Tom Mullen; Town Councilor Bob Vincent; Paul Cancelliere (public)

Ann Santos agreed to take the minutes.

#### Item #2: Public Engagement: Public Participation: Paul Cancelliere

Item #3: Minutes from September 19, 2022: Approval with minor change re: roll call vote taken and time of adjournment. Roll Call vote for approval of minutes: 5 in favor; 0 against; 2 abstentions. Minutes from August 15, 2022 not yet ready to be reviewed.

#### Item #4: Review Bylaws:

- Chapter 9 (Boards, Committees, and Commissions)
  - Town Counsel Tom Mullen reported that he had not received any updates for any Boards.
  - Paul Cancelliere represented Veteran's Advisory Board with suggestion that VAB be listed under Chapter 9 as it has been in existence since 2012.
  - Tom Mullen advised Mr. Cancelliere that bylaws were not needed to formalize membership – rather regulations including membership; transitions; operations; etc. could be drafted and presented to Town Council. Recommended that the VAB work with Tom Mullen and their Town Council Liaison to draft regulations to present before the Town Council.
  - Chair Lieber supported recommendation, noting that creating regulations supports clarity and expectations of membership for VAB and suggested they examine the abandonment and attendance sections in Chapter 9.
- Chair Lieber reported that the Planning Board has drafted new bylaws re: street numbering and that he had reached out to suggest collaboration with Bylaw Committee for the purpose of consistency.
- 36-1 – Annual Town Meeting (TM)
- . Ann Santos suggested to strike out "the first Monday following Town election" to give TC more flexibility to set the TM within the purview of the Charter. New language suggested: "at a meeting set by the Town Council per the Town Charter" or similar wording approved by Town Counsel Tom Mullen.
- 36-2 – add that announcement for TM should be posted prominently on Town Website
- 36-3 – Chair Lieber suggested whether changing to "majority" should be contemplated. Tom Mullen suggested language should stay "as is" in favor of status quo.

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- Chair recommended adding language requiring consent agenda. (Items in consent agenda can be taken out of order at TM unless there is an objection). Chair Lieber stated he would look at surrounding communities for language on consent agendas.
- 36-4 – Rules of Conduct
  - Ann Santos and others suggested change in language “every person shall stand” to reflect some may not have the ability to stand. Discussion re: adding language for accommodations for those that cannot stand. Chair Lieber will reach out to the Commission on Disabilities for guidance.
- 36-5 – no comments
- 36-6 – no comments
- 36-7 – Discussion on declaration of votes and that the Moderator can call the vote on a 2/3 vote. However, if 7 or more voters request an exact count, Town Moderator would call for an exact count. Discussion that 7+ voters’ rule is not well known and it should be published to provide transparency for minority (number) speakers. Chair Lieber suggested we could provide a link to Chapter 36 and post on Town Website when Town Meetings are announced. Discussion about possibility of including Chapter 35 citation in publication of warrant.
- 36-8 – no comment
- 36-9 – no comment
- 36-10 – clean up archaic (yet charming) language of “Shall the main question now be put” to allow for something more direct, such as “I move the question” or something substantially similar.
- 36-11 – no comment
- 36-12 – no comment
- 36-13 – no comment
- 36-14 – no comment
- 36-15 – no comment
- 36-16 – no comment
- 36-18 – Tom Mullen suggested deleting last sentence and adding a time period to reflect holding a hearing within 90 days of receiving notice.
- 36-19 – strike section as language is inconsistent with the charter on same topic, or match language of the Charter regarding Financial Town Meeting.

### Item #5: Update on Professional Assistance with Zoning Recodification:

- Tom Mullen reported on discussions with Mr. Mark Bobrowski. Tom reported that Mr. Bobrowski came highly regarded and willing to recodify our bylaws for \$45,000. Mr. Bobrowski reported that our bylaws are “in good shape” in his opinion. He would guarantee to meet with our Committee, et al, 4 times.
- The Bylaws Committee authorized Steve Maio, Chair Lieber, and Tom Mullen to review the contract before it is finalized.

Item #6: Next meeting scheduled for 10/17/2022 at 7pm; Wakefield 101 at Civic Center on 10/20/22 for new residents.

Item #7: Adjournment: Motion to adjourn at 9:07pm; Roll call vote 7-0 to adjourn. (Eric Reid present during most of meeting but had connection issues so could not participate in votes.)

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Minutes approved 10/17/2022.