

**BYLAW REVIEW COMMITTEE
MEETING MINUTES
28 NOVEMBER 2018
1st Floor Conference Room – Wakefield Town Hall**

The meeting was called to order at 5:02 p.m. by Chairman Lieber who presided throughout.

Members present:

- Dan Lieber, Chairman
- Keith LaGraves
- Brian McCoubrey
- Cindy Schatz
- Jeff Stikeman (arrived at 5:30 p.m. during discussion of agenda item V.C [Chapter 143])
- Bob Vincent

Members absent:

- Michelle Licciardi

Members of the Public:

- Eric Reid (arrived approximately 5:40 p.m., departed approximately 6:10 p.m.)

There were no public comments.

The minutes of the meeting held November 8, 2018 were not available for review.

The Committee noted that all warrants for the November Town Meeting submitted by our committee were approved.

The Committee briefly discussed GL 40-U and that no action had yet been taken by Town Council.

The Committee next discussed agenda item V.B “Definition of ‘Business Day.’” The Committee agreed that it would be appropriate, for our purposes, to keep only the last sentence of Charter Section 7-3 (d) “Rules of Interpretation” and deleting the word “Town.” This amended sentence is proposed to be added to the Bylaws by creating Chapter 1-5 (new [G]) “Word usage” and would read: “1-5 G – *A business day shall mean a day when the Town Hall, or a facility used for substantially the same purpose, is open for normal Town business.*”

Upon motion made by Mr. Vincent and seconded by Ms. Schatz it was unanimously:

VOTED: To create Chapter 1-5 G. with the language noted above for the definition of “business day.”

The Committee next discussed agenda item V.C “Chapter 143 – Fingerprinting.” We have not received any communication from the Wakefield Police Department since we agreed to “Indefinite Postponement” of the article submitted at Town Meeting. As time is of the essence, it was agreed that Mr. Lieber would reach out to WPD Chief Smith, Town Counsel Mullen and Town Administration Maio to request suggested language from them by a “date certain” so that

we can proceed. Should this not occur, Plan B is to return to the language originally submitted by our committee (which, it was noted, had the original “blessing” of the WPD).

The Committee next held a lengthy discussion of agenda item V.D “Permanent Building Committee” in which all members participated. Included in the discussion was our agreement that the PBC should continue to have nine members. We believe language regarding an “Advisory Committee” be kept with certain amendments related to “appointments” and the need to have such a committee for any MSBA-approved project. Discussion also centered on adding a group of two or four members from the “User Agency” to the PBC for specific projects. These members would be voting members whereas the “Advisory Committee” would not be voting members.

It was felt by the Committee that drafting specific language would not be prudent or the best use of our time. Rather, it was agreed that Mr. Lieber would contact Mr. Bertrand (Chair of the PBC) saying that we are “exploring” these ideas to gauge his interest in the concepts being floated.

It was agreed that the Committee, barring an emergency, will not meet in December.

The next meetings are tentatively scheduled for:

- Monday, January 14, 2019 at 5 p.m.
- Monday, January 28 at 5 p.m.

As there was no other business to come before the Committee and upon motion made by Mr. McCoubrey and seconded by Mr. LaGraves, the meeting was

ADJOURNED at 7:00 p.m.

Submitted by Brian D. McCoubrey

Minutes approved January 28, 2019.