

**DRAFT MINUTES**  
**Governance Committee**  
**3/25/14 @8am**

Meeting was called to order at 8:02 after all members Dick Ward (DW), John Cotter (JC), Jack Angley (JA), Stephen Gray (SG), Jim Grimes (JG) and Town Administrator (TA) were present.

Approval of 3/17/14 minutes; Motion by JG to approve, second by DW. Vote unanimous.

TA to be responsible for electronic newsletter.

Discussion on TA to research towns that have Police and Fire Chiefs appointed by Town Admin./Town Mgr. Motion by JC to task TA with researching Police and Fire Chiefs appointed by the TA/TM, second by JA. Vote unanimous.

Lauren Goldberg of K&P arrived at 8:15am.

Introductions to the committee were made.

Review of Structural Issues to be analyzed by the committee and discussion on what if any action needs to be taken to move forward:

- #1. Police and Fire Chiefs appointed by TA: Special Act needed
- #2. Eliminate DPW Commission: Special Act needed
- #3. Treasurer/Collector position appointed by TA: Special Act needed
- #4. Re-organization (a) DPW could be done with a vote by School Committee and Town Meeting under Ch. 71 S. 37m or by Special Act (b) Planning and land use dept could be done with by-law and budget change. (c) Town-wide technology dept. could be done with by-law and budget change.

Special Acts are permanent with parameters set, generally by legislation.

DW left meeting at 9:00am.

Motion by JC to have the Fire, Police & Treasurer Collector at the next meeting and to begin at 7:30am, second by JA. Vote unanimous.

Motion to adjourn at 9:30am by JA, 2<sup>nd</sup> by JC, vote unanimous.