

MINUTES – CHARTER REVIEW COMMITTEE
Thursday, March 23, 2017
Seth Ventress Hall, 76 South River Street

Present: Barbara Farnsworth, Bruce Spitler, William Bowers, Daniel Burke, Donald Gibson, Scott Borstel, Alyssa McNamara Reed (alternate), Jonathan Grabowski (alternate), Town Counsel Robert Galvin

Excused: Robert Marzelli and Board of Selectmen Liaison Steve Robbins

Mr. Bowers opened the meeting at 7:10 p.m. and announced that the meeting is being recorded by MCTV.

New Business:

Bill Bowers said that the first order of business is to review the existing organization chart and begin the process of building a new one. Scott Borstel suggested reviewing the organization charts that Bruce Spitler provided. Bruce Spitler said that he printed out organizational charts for some of the towns that were listed as comparable to the Town of Marshfield in size, as well as organizational charts for some surrounding towns. Mr. Spitler said that he feels that Dedham's is a good example. Mr. Borstel said that Concord's is also easy to follow and has a clear flow. There was some discussion regarding the role of the Town Moderator as it relates to the Finance Committee/Advisory Board.

Scott Borstel used a visual aid to recreate the Town of Marshfield's organization chart as it currently exists. The committee then discussed potential changes to the organization chart. Dan Burke suggested that Trustees of Veterans Memorials should be appointed rather than elected. Bob Galvin agreed that this change would make sense. Bill Bowers said that the School Committee and Board of Selectmen would obviously need to stay elected, but all others could be discussed. After some discussion the committee agreed that the Town Moderator should also stay as an elected position.

The committee discussed whether the Town Clerk should be elected or appointed. The consensus was that changing to an appointed position would help to ensure that a credentialed professional is hired. There was some discussion regarding who would make the appointment if it was changed to an appointed position. The committee also discussed whether the Board of Assessors should be changed to an appointed board.

The committee participated in an exercise to begin building a new organization chart. Bruce Spitler said that he would use the information gathered to print an organization chart and a departmental flow chart. Bill Bowers suggested that Bruce Spitler share the pictures that he took so that all members can prepare their interpretation of the organization chart.

Scott Borstel recommended that the formation of a Permanent Building Committee should be discussed at a future meeting.

Bill Bowers said that the committee needs to start thinking about how to get information regarding recommended changes out to the public. Barbara Farnsworth asked if recommendations would go to the Board of Selectmen first. Mr. Bowers said that would most

MINUTES – CHARTER REVIEW COMMITTEE

Page 2 of 2

Thursday, March 23, 2017

likely be the protocol. There was some discussion about how the process for making recommendations would work.

Mr. Bowers noted that the next meeting will be held on Thursday April 6, 2017 at 7:00 p.m. at the Seth Ventress Hall and the following meeting will be held on Wednesday April 12, 2017 at 7:00 p.m. location to be determined.

At 9:10 p.m. Don Gibson moved, seconded by Barbara Farnsworth, to adjourn the meeting. The vote was 6:0.

Respectfully submitted,

Catherine Burke