

Town Of Marshfield  
Charter Review Committee Meeting Minutes  
Seth Ventress Building Auditorium  
June 2, 2016

**Present:** William Bowers, Donald Gibson, Barbara Farnsworth, Dr. Scott Borstel, Robert Marzelli, Esq., Alyssa (McNamara) Reed, Daniel Burke and Jonathan Grabowski

**Absent:** Bruce Spitler

**The meeting was called to order at 7P.M.**

**Minutes of May 5, 2016 Meeting:** Mr. Bowers moved to accept, Mr. Marzelli seconded, and the motion was passed.

**Old Business**

Dr. Borstel updated the Committee on responses to the Survey. There have been 303 responses online with the “Survey Monkey and 7 responses by paper forms. He recommended that in reviewing the surveys one should be looking for themes and checking comments.

**New Business**

The Committee began analysis of the survey data. All members will analyze the comments before the next meeting and write out what they see as main themes or patterns.

Discussion followed on the formulation of interview dates and times for meeting with Town officials. Mr. Bowers suggested they begin with the Board of Selectmen, the School Committee, the Advisory Board, etc. Mr. Burke and Mr. Bowers developed a list of groups. Mr. Gibson suggested that the union representatives might also be a group to be invited. Mr. Bowers recommended to move Waterways to Group G and add Labor Council to Group F.

The Committee decided to cancel the meeting on June 16 and meet on June 23. The meeting schedule will then follow as:

June 30: Invite the Board of Selectmen

July 14: Invite the DPW July 28: Invite the School Committee

August 11: Invite the Advisory Board & Group B

August 25: Invite Group C

September 8: Invite Group D

September 22: Invite Group F

The Community Forums will be on September 15 and September 28 (instead of September 21 as previously planned).

Mr. Burke will set up a schedule of meetings which will be posted as joint meetings.

The Committee worked on the development of focus group questions.

Mr. Gibson shared 3 potential questions for the focus groups. The members plan to submit 5 focus group questions each by email to be consolidated for discussion at the next meeting.

During discussion of the Marshfield Mariner article topics, Mr. Bowers suggested including some of the survey results.

Mr. Gibson moved to adjourn the meeting at 8:59 PM, Ms. Farnsworth seconded, and the motion was passed.

**Next meeting**

Thursday, June 23, 2016, 7:00 PM, Seth Ventress Building

Respectfully Submitted,

Maria Hebert, Secretary