

Town of Norwell
BYLAW REVIEW COMMITTEE
Meeting Minutes of August 4, 2016

TOWN OF NORWELL
TOWN CLERK

2016 OCT 24 AM 9:55

MEETING DATE:	Thursday, August 4, 2016
TIME SCHEDULED:	7:00 P.M.
LOCATION:	Building Office/Planning Office
MEMBERS PRESENT:	Sally I. Turner, Chair (at large) Lois S. Barbour, Vice-Chair (ZBA) Spencer A. Joseph, Clerk (at large) John O. Litchfield, Board of Health Donald A. Mauch, Planning Board Robert E. Woodill, Conservation Commission
MEMBERS ABSENT:	Jason Brown, Board of Selectmen
TOWN EMPLOYEES ABSENT:	Chris DiIorio, Town Planner Peter Morin, Town Administrator

RECEIVED

The meeting was called to order at 7:04 P.M. by Chair Turner.

AGENDA: Upon a motion duly made and seconded, members present **VOTED** to approve the agenda, as written.

MINUTES: Upon a motion duly made and seconded, members present **VOTED** to approve the minutes 7/7/16, with reading of the minutes waived.

PURPOSE: To continue work on revision of the Town Bylaw Table of Contents to submit to General Code by September 1, 2016.

DOCUMENTS: Members received for the evening's review and discussion two new documents that had been developed since the last meeting, based upon informal discussions among Members Turner, Mauch, and Barbour. Chair Turner also provided copies of the original Table of Contents (ToC) proposed by General Code (GC) for comparison purposes.

One of the new documents was a formal outline, prepared by Member Barbour, that was an expansion of Chair Turner's prior outline. The evening's discussion version identifies varying levels of detail from the Town Bylaw to ensure all sections are accounted for and can, therefore, be carried forward in the continuing recodification effort. Not all of the detail provided should be included in the ToC but must be submitted to GC to ensure all information contained in the Town's current bylaw is properly categorized and located in any recodified document GC might propose.

Member Mauch also provided an updated version of the ToC he drafted to reflect the outline changes in a format comparable to that provided by GC.

DISCUSSION: Chair Turner stated any new document created must be logical and reflect standard practice to distinguish bylaws approved by Town Meeting and regulations approved by committees. Members discussed and agreed there is a difference in the weight of bylaws voted by Town Meeting and those contained in the adopted rules and regulations of boards and committees in a court of law. Member Joseph expressed concern that it must be easy for "Joe Citizen" to find changes in the bylaw and will be able to understand what applies under any given circumstance.

Members identified several sections that need to be moved to the "rules" section in the Appendix, as such were not "bylaws" but were "rules", including several approved by the Board of Selectmen, as well as other boards, but not by Town Meeting.

It was agreed the Committee should adopt the changes discussed over the course of the evening's meeting to be reflected in a new draft revision that Member Mauch volunteered to undertake. Upon a motion duly made and seconded, members present **VOTED** to adopt the Table of Content changes discussed.

Chair Turner pointed out that no revisions in a Table of Contents for the Norwell Zoning Bylaw (NZBL) were reflected in the evening's discussion. Therefore, upon a motion duly made and seconded, members present **VOTED** to instruct Members Turner and Barbour to review the NZBL for the purpose of creating a similar ToC for that document.

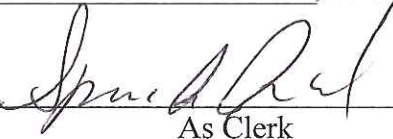
Members also noted it is critical that the first warrant article for Town Meeting must be a solely a re-classification and reorganization of the current text with no changes made in the wording and none omitted. Any recommended textual changes must be presented in separate warrant articles.

NEXT STEPS: Members Turner and Barbour will work on the NZBL ToC. Members identified throughout the meeting the importance of having the appropriate board/department work on areas within the realm of authority of each. This will be critical as the Committee moves forward to obtain buy-in from others and to validate member efforts.

ADJOURNMENT: Upon a motion duly made and seconded, members present **VOTED** to adjourn at 9:06 P.M.

NEXT SCHEDULED REGULAR MEETING: TBD

These minutes have been approved with reading of the minutes waived by unanimous vote of the Norwell Zoning Bylaw Review Committee at a public meeting duly noticed and held on _____, in accordance with the Massachusetts Open Meeting Law.

Signed:  Date: 10/20/16
As Clerk

Copy filed with: Office of Town Clerk

Copies to: Town Administrator/Board of Selectmen
Conservation Agent/Conservation Commission
Town Planner/Planning Board
Board of Health
Board of Appeals
Inspector of Buildings

Post to Bylaw Review Committee Webpage

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