

Town of Norwell
BYLAW REVIEW COMMITTEE
Meeting Minutes of January 3, 2018

TOWN OF NORWELL
TOWN CLERK
2018 MAR 19 AM 10:26

MEETING DATE: Wednesday, January 3, 2018
TIME SCHEDULED: 6:00 P.M.
LOCATION: Meeting Room 3
MEMBERS PRESENT: Sally I. Turner, Chair (at large)
Lois S. Barbour, Vice-Chair (ZBA)
David M. Osborne, Clerk (Conservation Commission)
Brian M. Greenberg (at large)
John Litchfield, Board of Health
Donald A. Mauch, Planning Board (arv. 6:06)
MEMBERS ABSENT: Jason Brown, Board of Selectmen

RECEIVED

Chair Turner called the meeting to order in the Meeting Room 3 at 6:00 P.M.

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

MINUTES: Upon a motion duly made by Member Osborne and seconded by Member Litchfield, members present **VOTED** to approve the minutes of 12/13/17, with reading of the minutes waived.

DISCUSSION:

General Code: Chair Turner advised that the Town's General Code editor Deb Tuszynski has rearranged her schedule so that she will begin incorporating responses provided by the Town to the "Editorial and Legal Review" questions into the final draft recodification document. This is several weeks earlier than the previously indicated March/April schedule.

Table of Contents: Chair Turner had scheduled this meeting to discuss "Part II: Licensing of Occupations" of the proposed Table of Contents. She indicated the Committee's submitted "Licenses and Permits" section had been renamed by General Code to: "PART II: Licensing of Occupations" and also singled out as its own "Part [II]". Member discussion centered on changing the name back to "Licenses and Permits" and moving it back to "Part I: TOWN GOVERNMENT AND ADMINISTRATION". It would, therefore, be incorporated alphabetically into that section between "Legal Affairs" and Records and Reports". Chair Turner asked for a motion on this matter, which Member Mauch moved. Member Osborne seconded the motion for discussion. After a short discussion, the vote was called and members present **VOTED** unanimously to approve these changes.

Chair Turner will so inform General Code.

Board/Commission/Committee Rules and Regulations: Member Barbour indicated that Chair Turner and she had contacted all authorities with rules and regulations listed in the current General Bylaw. None appears ready at this time to provide changes for the recodification deadline the Committee had set for Friday, January 12, 2018. However, the Board of Appeals will be voting on responses to its questions at its meeting on Wednesday, January 10, 2018, that could be included in the proposed recodification.

Joint Meeting with the Board of Selectmen: At its meeting on December 13, 2017, Member Brown indicated that the Board of Selectmen would schedule the BLRC on the agenda for its January 17, 2018, meeting to provide a status update and discuss next steps.

OPEN ITEMS (from 12/13/17 meeting):

Personnel: Members had a short discussion of whether the personnel "bylaw" should still be included in the Table of Contents. Member Brown indicated he would discuss with the Town Administrator and Town Counsel. This is likely an HR issue.

Town Charter: Members are aware that the 2012 adoption of the Town Charter requires changes to the Town's General Bylaw. These changes will require a separate warrant article and will effect the Advisory Board's role, increased responsibilities of the Town Administrator, and expansion of the Board of Selectmen from three members to five at a minimum.

Board/commission/committee/department rules and regulations: Any such document changes or adoptions intended for inclusion in this recodification must be submitted to the BLRC no later than January 12, 2018. All such entities need to be notified of this deadline as soon as possible. Member Litchfield communicate with the Board of Health and Member Osborne will notify the Conservation Commission.

ADJOURNMENT: The meeting was adjourned at 6:19 P.M.

NEXT SCHEDULED MEETING: January 17, 2018

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

Signed: _____

David M. Osburn
Clerk/Alternate Clerk

Date: _____

3/19/18

Copy filed with: Office of Town Clerk

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

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