

TOWN OF PLYMOUTH

CHARTER REVIEW COMMITTEE

MINUTES OF THE MEETING

MAY 21, 2024

*Pursuant to Governor Baker's March 12, 2020, Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18 and further updates, this meeting was conducted in a **Hybrid format**. A Zoom Meeting link was provided.*

These minutes are not verbatim – they are the recording secretary's interpretation of what took place at the meeting, per Open Meeting Law, G.L. C 30A, § 22.

The Charter Review Committee held a scheduled meeting on Tuesday, May 21, 2024, 6 PM, at the Plymouth Townhall, Ropewalk Meeting Room, 2nd Floor, 26 Court Street, Plymouth, MA 02360.

Charter Committee member update:

On Wednesday, May 15, 2024, Robert Zupperoli, Clerk, submitted a resignation letter to the Town Clerk, effective on May 18, 2024.

On Saturday, May 18, 2024 – David Golden was elected as an honorable Select Board member. He is no longer a member of the Charter Review Committee.

By removal of 2 members - First Alternate Steve Bolotin and Second Alternate Mike Hanlon became full voting members.

The Committee has 9 standing members and no alternates.

In attendance: Alan Costello, Vice Chair and members, Steve Bolotin, Betty Cavacco (via Zoom), Joseph Hutchinson, Len Levin, Laurence Pizer, Martha Vautrain (via Zoom).

Absent: Tim Lawlor, Mike Hanlon

Staff assistant, Michelle Turner, was present, via Zoom.

CALL TO ORDER

Alan Costello, Vice Chair, called the meeting to order at 6 PM, followed by the Pledge of Allegiance.

First order of business was Committee reorganization.

The meeting was turned over to Michelle Turner to call for nominations:

Ms. Turner called for nominations for Chair.

- Joseph Hutchinson nominated Laurence Pizer, who accepted the nomination.
- Steve Bolotin nominated Alan Costello, who accepted the nomination.

No other nominations were made.

4 votes in favor of Mr. Costello – Steve Bolotin, Betty Cavacco, Len Levin, Alan Costello.

3 votes in favor of Mr. Pizer – Joe Hutchinson, Martha Vautrain, Laurence Pizer.

Alan Costello was elected as Chair.

The meeting was turned over to the Chair.

Mr. Costello called for nominations for Vice Chair.

There were no nominations forthcoming.

- Alan Costello nominated Steve Bolotin, who accepted the nomination.

There was a unanimous vote for Mr. Bolotin.

Steve Bolotin was elected Vice-Chair.

Mr. Costello called for nominations for Clerk.

- Steve Bolotin nominated Len Levin, who accepted the nomination.

There were no other nominations.

There was a unanimous vote for Mr. Levin.

Len Levin was elected Clerk.

Martha Vautrain left for the remainder of the meeting.

MINUTES OF THE MEETING

Minutes of May 14, 2024

Steve Bolotin MOTIONED to approve the Minutes, as presented, 2nd Betty Cavacco.

	YES	NO	ABSTAIN		YES	NO	ABSTAIN
Steve Bolotin, VCH	X			Len Levin			X
Betty Cavacco			X	Laurence Pizer	X		
Alan Costello	X			Martha Vautrain			
Mike Hanlon							
Joe Hutchinson	X			All members are full standing members with no alternates.			
Tim Lawlor							

MOTION PASSED 4-0-2-

PUBLIC COMMENT CALLED – No comment offered at this time.

Future meeting schedule was discussed.

Laurence Pizer suggested the Chair form a subcommittee to organize the renumbering of the Charter.

Ms. Cavacco suggested doing the renumbering task as a full committee, because any new work would still need to be reviewed/voted on by the full Committee.

Mr. Pizer stated all of the tasks to be completed: Total reformatting of the Charter; and the motions.

Mr. Levin suggested using the Table of Contents to guide the Committee to renumber and the Charter should fall into place and he reported that the Fall Town Meeting Warrant closes on August 9, 2024

Mr. Hutchinson discussed reformatting to include all of the Clerks tasks together, the Town Manager, etc.

Ms. Cavacco suggested a placeholder for the Charter Articles for the Town warrant.

Len believed that developing a timeline would help the Committee focus on the remaining tasks to produce the certain tasks.

Steve Bolotin agreed with a subcommittee to draft the Charter renumbering.

Steve Bolotin, Len Levin, Laurence Pizer and Alan Costello volunteered to be a part of the subcommittee. It was decided to postpone the next meeting until June 4, while the subcommittee meets.

Mr. Costello stated that he would email Town Counsel, Kate McKay, with a Committee update, to review how the Charter articles should be organized for Town Meeting.

At approximately 6:45 PM, Mr. Pizer left the meeting.

Agenda Item – Department of Communications/Community Engagement

Joseph Hutchinson has met with the Town Manager to discuss the effort for a communications department and developing communications strategy.

He further stated that he believed the Town Manager, Derek Brindisi was especially concerned with media and crisis communication, similar to a Public Relations person, working closely with the Town's IT department.

Betty Cavacco stated that a Communications Director's position is currently posted and will operate under the direction of the Town Manager. She does believe the Charter Committee should outline the duties and functions of the Communications Department.

Mr. Bolotin also believed that adding a "chartered" department/position works contrary to how the majority members have voted for what they wanted to keep in the charter. He suggested that Mr. Hutchinson speak with the Town Manager about the key elements of communications.

Mr. Costello agreed that creating a department/position for the Town is the duty of the Town Manager and supported Mr. Hutchinson speaking with the Town Manager about his ideas.

There was no more discussion about the Communications Department.

The next meeting is Tuesday, June 4, 2024.

The meeting adjourned at 7:05 PM

Respectfully submitted,

Michelle A. Turner

Michelle A. Turner

Minutes Approved on: June 4, 2024