

Charter Review Committee (CRC)
Town of Groton, Groton, MA 01450 978-448-1111

Meeting Minutes - December 9, 2015
At Town Hall

All Present: Jane Allen, Robert Collins, John Giger (Finance Comm), Michael Manugian (Chair), Michael McCoy, Bud Robertson (Vice-Chair [for CRC], Finance Comm), Stuart Schulman (BOS)

Recorder: Stephen Legge

Visitors: Judy Anderson, John Petropoulos (BOS), Becky Pine, Connie Sartini, Judy Schuster (APEX), Lynn Ann Spadone

Call to Order: Chairman Manugian called the meeting to order at 7:00 PM.

Approval of Meeting Minutes:

Mr. Robertson moved, Mr. Schulman seconding, to approve the minutes of Wednesday, December 2, 2015. Mr. Robertson offered a minor edit. The minutes were approved, as amended, unanimously.

Mr. Robertson moved, Mr. Giger seconding, to approve the minutes of Monday, November 30, 2015. The minutes were approved unanimously.

Announcements:

Mr. Manugian announced that by the end of this evening the Charter Review Committee will have heard 145 public presentations of a total 226 submissions, or 64% of the total submitted in mid-September. Note: Mr. Manugian was incorrect. There will be 145 or 64% of the submissions remaining to be heard after the end of this meeting.

Regional School System Issues, (Submissions # 127, 128 and 129):

The submissions were made and presented by the organization, APEX, which stands for Advocates for Promoting Educational Excellence (in Groton and Dunstable). Visitor Ms. Schuster presented.

Submission # 127 states the Charter should include some details pertaining to the Regional Agreement between the two towns, in particular the frequency and manner of review.

Submission # 128 refers to “sustainability” of the schools and mentions the lower rate of spending in recent years and in comparison to other towns, to which ours should be compared.

Submission # 129 proposes the Charter identify and include the principal function, powers and duties of the regional school committee.

Ms. Schuster mentioned the town of Acton has incorporated a sentence in its charter mentioning that the town and regional school system (Acton Boxborough) should work together.

Mr. Giger questioned which school committee was actually mentioned, town or regional, since the town only in the last 18 months completed a full regionalization of its schools.

Mr. McCoy: The town has aspirations, but they are not mentioned in the Charter. Rather the Charter focuses on roles and responsibilities instead. Ms. Schuster responded the schools are not mentioned in the Charter in any positive fashion. Mr. McCoy continued, the current Charter is normative in nature – it describes the powers and nature of departments in the Town; it does not refer to hopes and dreams. Ms. Schuster mentioned they would just like to see wording referring to the town and school department working together.

Mr. Robertson: That is already happening today. The Town and district work together. Why is this being questioned? For the last four years school spending has been significantly ahead of other Town spending.

Mr. Giger: The Charter does not govern the schools. The state has a regional school district contract, separately from the towns, with the schools. The Charter cannot legally govern the school district in any way.

Mr. Schulman asked if the regional school agreement was required to periodically review their agreement with the state, and if so, how often?

Action Item #1: Mr. Giger will get an answer to that question.

Visitor Ms. Sartini commented there are a number of unions in the town – are there opportunities for efficiency improvements if they worked together, or at least cooperatively? Ms. Schuster answered this goes beyond the scope of what they are trying to accomplish at this time.

Ms. Allen said she had met with the school superintendent and the school committee just prior to this meeting. Neither party has indicated a burning desire to put anything in the Charter at this time. Ms. Allen added, however, it might be nice to put something in the Charter acknowledging the importance of the schools, but nothing more specific.

Human Resources and Personnel Board Issues (Submissions # 41, 42, 80):

Mr. Robertson revealed before the presentation he is chairman of the Personnel Board. Mr. Manugian relinquished the chair to Mr. Robertson and presented the first issues.

Submission # 41 (Page 26 in the Submissions by Applicable Charter Section Summary) proposes the HR director not report to the Town Manager and instead report to the BOS. An independent HR department provides an independent view outside of the line management structure for the handling of employee policies, issues, problems and personal work-related concerns. Currently the HR director reports to the Town Manager, to whom most department heads and staff report.

Mr. Robertson commented in most private sector companies the HR director reports to a vice president, who reports to the CEO, who is the top level line manager. So, what is the difference?

Mr. Schulman commented the vast majority of town employees are hired by other than the Town Manager – he mostly rubber stamps those hires. He does, however, hire direct reports (department heads) directly.

Mr. Robertson questioned if the intent is that HR would report directly to the BOS on a day-to-day basis? Mr. Manugian said yes.

Visitor Becky Pine asked what is the role of the Personnel Board? Mr. Robertson answered it acts in an advisory capacity to the BOS. They do research, develop policy drafts and advise. There was a full review of the board's activity to the Selectmen three weeks ago.

Submission # 42 (Page 25 in the Charter Section Summary) proposes the Personnel Policy Negotiating Team must include one member of the Finance Committee, one member of the BOS, the Town Manager, one member of the Personnel Board and the HR director. The team must be involved in any town policy or procedure involving town employees. It would also be involved in union or employee contract negotiations. Mr. Manugian said the purpose of this proposal is that more people with a broader base of experience be involved in personnel related decisions..

Mr. Collins: It is not clear logistically how this would work. Mr. Manugian answered the Personnel Board, HR Director and Finance Committee would be involved in planning for negotiations. The Finance Committee had already been included in this process through and earlier decision of the Committee.

Mr. Schulman: The Town Manager already gets a lot of input from a lot of people before negotiations. Also HR works for the Town Manager. It is a little peculiar to mandate in the Charter that both must attend a meeting.

Ms. Sartini: She is confused as to why a personnel policy would focus on these things – why not focus instead on the results desired?

Submission # 80 (Page 26 in the Charter Section Summary) was submitted by Ms. Vanessa Abraham (GPL Director). She proposes a change in the Charter language of Section 3-8(b) to replace the words “personnel board” with “Human Resources Director”.

Mr. Manugian commented that currently the only responsibility of the Personnel Board is to advise the BOS when advice is requested.

Human Resources and Personnel Board Issues (Submissions # 116, 119, 121, 124), all submitted by Ms. Sartini:

Submission #116 (Page 27 in the Charter Section Summary) proposes to add eleven new definitions to the Charter Section 1-9. Ms. Sartini stated there is too much ambiguity of terminology applying to personnel issues.

Submission # 119 (Page 27 in the Charter Section Summary) proposes to have members of the Finance Committee and the Personnel Board appointed by the Town Moderator in order to ensure their complete independence from influence by those appointing.

Mr. Schulman asked why this is necessary? The BOS already gets plenty of dissent and disagreement from these boards.

Submission # 121 (Page 19 in the Charter Section Summary) proposes eight different Charter changes in Section 4-2 (Powers and Duties of the Town Manager).

Ms. Sartini thinks a more formal approach should be taken to the removal of employees. She believes there are inconsistencies in who appoints and hires DPW workers. This may have been the result of creating the new DPW head position some years ago. She is concerned about the Town Manager evaluating employees in departments overseen by elected committees.

Ms. Sartini believes the Personnel Board should be conducting independent compensation analyses and making recommendations to the BOS and Town Manager.

Action Item #2: There is a need to review Section 4-2(f) of the Charter against current practice. The concern is whether Town Manager should be conducting performance evaluations in departments headed by elected committees.

Submission # 124 (Page 18 in the Charter Section Summary) proposes changes in Charter Section 5-3 defining the role of the Finance Committee in the Department of Finance. It also proposes the BOS shall have the right to use contract personnel when there is a vacancy in department head level positions, including HR Director. Ms. Sartini wants a better definition of what the Finance Department does. Also she believes the BOS should be appointing the director of the department, not the Town Manager.

Mr. Manugian commented the Finance Committee should not be involved in the day to day operations of the Department of Finance. This was deliberated and decided by the Committee earlier.

Mr. Robertson asked who hires the Department of Finance director? Mr. Schulman answered the Town Manager recommends a candidate or candidates to the BOS. The BOS then votes to approve or disapprove the recommendation.

Visitor Ms. Pine: There is lack of clarity in current practice. There was a recent disagreement between the BOS and the water commissioners.

Human Resources and Personnel Board Issues (Submissions # 133, 140, 141, 142):

Submission # 133 (Page 27 in the Charter Section Summary) proposes the Charter provide a clear and detailed definition of the Personnel Board's responsibilities. Submitted by Ms. Allen.

Submission # 140 (Page 26 in the Charter Section Summary), which proposed eliminating the Personnel Board, was withdrawn by Mr. Schulman, who had submitted it.

Submission # 141 (Page 29 in the Charter Section Summary), proposed the Personnel Board have expanded authority to set personnel policies and participate in decisions about hiring, firing and promoting employees, and conducting exit interviews. Ms. Pine, the submitter, is concerned the Town Manager has too much authority in this area.

Mr. Robertson: The current process is that the HR director and Town Manager conduct exit interviews.

Submission # 142 (Page 29 in the Charter Section Summary), expressed concern that the Town Manager makes personnel decisions in the Water and Sewer Departments, when elected officials should be overseeing the departments. In connection with this Ms. Pine also mentioned two other departments with elected authorities, the Electric Department and Public Library, which manage their own personnel.

Mr. Schulman: We can't necessarily be consistent in the handling of personnel in all of these departments. The statutory requirements are different for all four departments.

Action Item #3: Mr. Schulman offered to research statutory requirements for hiring and firing of employees in the four departments overseen by elected committees or boards.

Mr. Giger mentioned there could soon be a new sewer in town, not provided by the Town of Pepperell. This could add its own potentially different statutory requirements.

Human Resources and Personnel Board Issues (Submissions # 145, 151, 162):

Submission # 145 (Page 28 in the Charter Section Summary), submitted by Mr. Petropoulos, proposed the Personnel Board have a stronger, better definition in the Charter. It should be provide technical advice on all aspects of personnel matters to help the Town make better policy decisions in this area. He also suggested it would be helpful to give the Board the role of independently reviewing grievances as part of an overall grievance procedure. He acknowledged the Personnel Board has been marginalized by town politics and a good definition in the Charter could help ensure that the Board have a more constructive role for the Town.

Submission # 151 (Page 28 in the Charter Section Summary), submitted by Mr. Petropoulos, proposed a redefinition of "day-to-day responsibilities" and "policy responsibilities" in the Charter. Mr. Petropoulos is looking for a clearer way to distinguish the Town Manager's responsibilities from those of the Selectmen. He mentioned examples of some decisions made which were costly to the Town or had great impact, but were labeled "day-to-day" type decisions. Mr. Petropoulos said the BOS regularly works on day-to-day issues, despite its primary role as policy makers. He concluded with the comment the current definitions don't work - both parties (Town Manager and BOS) tend to do what they want to a great extent.

Mr. Robertson assumed the chair so Mr. Manugian could present.

Submission # 162 (Page 28 in the Charter Section Summary), submitted by Mr. Manugian, proposed the BOS must approve all employee terminations rather than have terminations approved by the Town Manager alone. The downside consequences of wrongful terminations are very big for those terminated and for the Town. More people and boards should be involved in this process. The BOS should ultimately be responsible for a termination. It is better to have

a more independent HR department for these situations, but this is not essential for the present point. Single-person termination decisions put the town more at risk.

Mr. Schulman explained the current process, with departments initiating these decisions. The BOS does not make termination decisions, but they do approve them.

Mr. McCoy: If the process is to oversee or approve, then the BOS is de-facto making the decision. Approval equals a final decision.

Mr. Giger: Give as much attention to firing as to hiring - in other words, don't do it lightly.

Mr. Schulman: Ratifying terminations is done in open session.

This concluded the public presentations made for this evening, at 8:53 PM.

Discussion of Scheduling for Future Meetings:

Mr. Manugian proposed for discussion the length of the Committee's meetings (presently three hours). It has been suggested it is difficult for members to put their best effort forward in the third hour after two hours of discussion and deliberation on many issues.

Mr. Collins said the audience (the public) may also suffer from the same phenomenon.

Mr. Manugian: It is doubtful the Committee will be fully ready for the Spring Town Meeting (STM), even at three hours, almost every week. Going to two hours will ensure this result. It has been said it is better to do a good job than a fast job in most circumstances. Meetings shorter than three hours may be in order.

Mr. Collins: It is advisable in his opinion to try to do less in a night. He notes that STM is focused mostly on monetary issues. Perhaps it is better anyway to present Charter change recommendations at Fall Town Meeting. Or, possibly, the recommendations may justify their own special and separate Town Meeting.

Mr. Schulman suggested we adopt a guideline of two hours for regular presentation and deliberation, then 15 minutes plus or minus for Committee business and/or scheduling matters.

Mr. McCoy asked if we go to two hours does that entail more meetings on the calendar. The general consensus was, yes.

The Committee agreed by consensus to go to a two hour plus 15 minutes or so target time for future meetings. Mr. Giger pointed out the Committee posts its meetings for three hours duration. It was decided by consensus to not post the meeting end time in the future.

Mr. Giger announced the Attorney General's office had responded to a Committee question saying all Charter change recommendations should be presented and approved at Town Meeting, then submitted to the state for a decision on approval. In other words, they would not comment on Charter change issues in advance. The Committee agreed to wait until all responses to the capital item ballot issue were received to continue the discussion.

Mr. Manugian passed out a 2-page outline of public presentations and Committee discussion topics proposed for the meetings scheduled December 16th and 30th, and for January 6, 2016. Mr. McCoy suggested Mr. Giger and Ms. Allen go to the bottom of the list on December 16th. That way we could ensure that all members of the public would have time to present. The committee members could then present on December 30th. There will be no meeting December 23rd.

Discussion of Finance Committee Roles/Responsibilities (Submission # 66):

Mr. Giger had rewritten the roles and responsibilities presented in Submission # 66 for incorporation into the Charter, based on the Committee's discussions on December 2nd.

Section x-2: Roles and Responsibilities

The primary roles and responsibilities of the Finance Committee are as follows:

1. Serve as principal advisors to the Town Meeting, the Board of Selectmen, the Town Manager and the Department of Finance on all matters pertaining to the budget, including budgeting strategy and goals, and the balancing of revenues and expenditures.
2. Together with the Board of Selectmen, the Town Manager and the Department of Finance, develop a budgeting strategy and set financial goals for each fiscal year.
3. Review and recommend the Finance Committee's annual budget in accordance with the process described in Article 6, and present the budget for a vote at the spring town meeting.
4. Consult with the Board of Selectmen, the Town Manager and Department of Finance prior to collective bargaining to develop a strategy aligning with the town's long-term budgetary strategy and goals.
5. Review the preliminary results of collective bargaining to ensure alignment with long-term budgetary strategy and goals.

There was some discussion about the appropriateness of wording in Item #3.

Mr. Schulman moved to replace all of the words in Item #3 with the following: "Present the Finance Committee's annual budget at the Spring Town Meeting in accordance with

the process described in Article 6. In Item #1 the word “the” is to be removed in front of the words “Town Meeting” on the first line, and all other changes by Mr. Giger to be accepted. Ms. Allen seconded. The motion was approved unanimously.

Discussion of Charter Changes in Section 6-2:

Mr. Giger had rewritten the proposed wording for changes to Charter Section 6-2 (Version 3.0) as follows:

“The Board of Selectmen, the Town Manager, the Department of Finance and the Finance Committee shall meet each year prior to October 31st to determine the budgetary goals for the subsequent fiscal year. The Town Manager, after meeting(s), shall submit to the Finance Committee and the Board of Selectmen a proposed balanced operating budget, with an accompanying budget message, summary and supporting documents, which follows the agreed upon budget goals not later than December 31st of each year for the next fiscal year. The summary of the proposed budget shall identify deviations from the current operating budget and outline the reasons for these changes. The Town Manager shall have the summary of the operating budget published in a local newspaper and placed on the Town’s web site contemporaneously with the submission to the Finance Committee. This publication shall indicate the times and places at which copies of the proposed budget with the accompanying documentation are available for examination by the public.”

Mr. Schulman moved to insert the word “such” before the word “meeting(s),” at the end of the third line, and to accept the rest of Mr. Geiger’s wording. Mr. Robertson seconded. The motion was approved unanimously.

Discussion of Charter Changes in Section 3-2(d):

Mr. Giger had rewritten the current language of Charter Section 3-2(d), which refers to the appointing authority of the BOS, as follows:

“Appointing Authority – The board of selectmen shall appoint the town manager, town counsel, a zoning board of appeals and a board of registrars. The chairman of the board of selectmen will participate on a three-person board, with the chairman of the finance committee and the town moderator, to appoint the finance committee. The board of selectmen shall also appoint, consistent

with paragraph (d) of section 4- 2, a police chief and a fire chief. The police chief shall serve under section 97A of chapter 41 of the General Laws. The fire chief shall serve under section 42 of chapter 48 of the General Laws. The board of selectmen shall also appoint a conservation commission, council on aging, housing partnership, local cultural council, and other committees as required by the General Laws. **[Amended by Ch. 50, Acts of 2010²]**

Mr. Schulman reiterated his earlier concern with this proposal to have the chair of the Finance Committee appointing members of his own committee, and possibly voting to reappoint him- or herself. The Committee proposed that wording be added to require the Finance Committee to select another member to replace the Chair of the Finance Committee for any meeting of the Finance Committee Appointment Committee where the reappointment of the Chair of the Finance Committee was being discussed or voted upon.

Action Item #4: Mr. Collins offered to create the wording to incorporate the changes discussed for Charter Section 3-2(d).

The meeting was adjourned with unanimous consent at 9:37 PM.

**** The next meeting is scheduled for Wednesday, December 16th, at 7:00 PM. ****

**Respectfully submitted,
Steve Legge**

EXHIBITS:

- A. E-mail message from Stuart Schulman, dated 12-09-15, subject: Cancel my request.
- B. Letter from MA Attorney General's office, dated 12-03-15, subject: Capital projects requiring a vote at Town Meeting,
- C. Proposed wording of ToG Charter, Section 6-2, version 2, undated.
- D. Submission 66, ToG Charter, Article 6, Section X-2, as modified by CRC on 12-09-15, undated.
- E. Proposed wording of ToG Charter Section 3-2(d), undated.

John Giger

From: Stuart Schulman <stuartschulman@hotmail.com>
Sent: Wednesday, December 9, 2015 14:19
To: towncharterreviewcommittee@townofgroton.org
Subject: Cancel my request

Exhibit A to Charter Review Committee
12-09-15 Meeting Minutes

Hello,

I had made a suggestion to disband the Personnel Committee. However, a close examination of the Charter reveals that the Committee is not mentioned. Therefore, my request is unnecessary. You can remove it from consideration.

Stuart



MAURA HEALEY
ATTORNEY GENERAL

THE COMMONWEALTH OF MASSACHUSETTS
OFFICE OF THE ATTORNEY GENERAL

CENTRAL MASSACHUSETTS DIVISION
10 MECHANIC STREET, SUITE 301
WORCESTER, MA 01608

Exhibit B to Charter Review Committee
12-09-15 Meeting Minutes

(508) 792-7600
(508) 795-1991 fax
www.mass.gov/ago

December 3, 2015

Mr. John R. Giger, Member
Town of Groton Charter Review Committee
152 Whiley Road
Groton, MA 01450

Dear Mr. Giger:

Your correspondence of November 30, 2015, to the Attorney General's Office was referred to me for review and response. Your letter asks, in part, whether there are any state laws pertaining to capital projects requiring a vote of Town Meeting and an affirmative ballot vote by the Town's registered voters.

The Attorney General's statutory authority to render formal legal opinions extends only to opinion requests by state officials, district attorneys, and branches and committees of the Legislature. This limitation on the Attorney General's authority is spelled out in the General Laws at G.L. c. 12, § 3, 6, and 9. More specifically, under G.L. c. 12, § 3, the Attorney General is authorized to provide representation and other legal services to "the commonwealth and... state departments, officers, and commissions [.]". An important additional requirement is that state officials may request opinions only on legal questions that have an immediate, concrete relationship to those officials' own duties, rather than to the duties of members of the public or of local officials. Therefore, we are unable to answer your legal question with regards to this matter.

However, we hope that the following informal information may assist you. The Charter Review Committee's legal counsel or consultant may be able to research and answer the questions you raise in your letter. Also, Town Counsel may be able to assist the Charter Review Committee. In addition, pursuant to G.L. c. 43B, § 10, charter amendments adopted pursuant to G.L. c. 43B, are sent to this Office for review for any conflicts with state law. If the Town votes to amend its charter to include a provision requiring ballot votes for capital projects, then this Office will at that time render its opinion on whether such a provision is in conflict with state law.

Very truly yours,

Kelli E. Sunagan

Assistant Attorney General
Municipal Law Unit

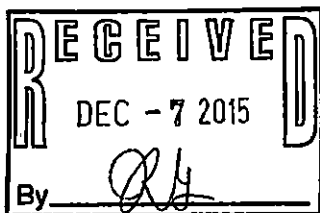


Exhibit C to Charter Review Committee
12-09-15 Meeting Minutes

Proposed Wording of 6-2, Version 3.0 (edited by John Giger)

The Board of Selectmen, the Town Manager, the Department of Finance and the Finance Committee shall meet each year prior to October 31st to determine the budgetary goals for the subsequent fiscal year. The Town Manager, after meeting(s), shall submit to the Finance Committee and the Board of Selectmen a proposed balanced operating budget, with an accompanying budget message, summary and supporting documents, which follows the agreed upon budget goals not later than December 31st of each year for the next fiscal year. The summary of the proposed budget shall identify deviations from the current operating budget and outline the reasons for these changes. The Town Manager shall have the summary of the operating budget published in a local newspaper and placed on the Town's web site contemporaneously with the submission to the Finance Committee. This publication shall indicate the times and places at which copies of the proposed budget with the accompanying documentation are available for examination by the public.

Publiah
Clean Copy

Proposed Wording of 6-2

(Manugian suggestions added to Collins draft)

Section 6-2: Submission of Budget and Budget Message

DEPT
OF
FINANCE

The Board of Selectmen, the Town Manager, the Finance Team, and the Finance Committee shall meet each year prior to October 31st to determine the budgetary goals for the subsequent fiscal year. The Town Manager, after consultation with the Board of Selectmen and the Finance Committee, shall submit to the Finance Committee a proposed balanced operating budget, in with an accompanying budget message, summary, and supporting documents, which follows the agreed upon budgetary goals determined at the meetings(s) referenced in the first sentence prior to within the time fixed by by-law, but no later than December 31st of each year for the next fiscal year. The summary of the proposed budget shall identify deviations from the current operating budget and outline the reasons for these changes. The Town Manager shall have the summary of the operating budget published in a local newspaper and placed on the Town's website contemporaneously with the submission of it to the Finance Committee. This publication shall indicate the times and places at which copies of the proposed budget with the accompanying documentation are available for examination by the public.

Current Wording of 6-2

Section 6-2: Submission of Budget and Budget Message

Within the time fixed by by-law, but not later than December 31 of the year immediately preceding the year in which the next spring town meeting is to convene, the town manager, after consultation with the board of selectmen, shall submit to the finance committee a proposed, balanced, operating budget for the ensuing fiscal year with an accompanying budget message and supporting documents. The town manager shall simultaneously provide for the publication of a general summary of the proposed budget in a local newspaper and the town's website. The summary shall specifically indicate any major variations from the current operating budget and the reason for such changes. The notice shall further indicate the times and places at which the complete copies of the proposed operating budget are available for examination by the public.

SOURCE: JANE ALLEN
2015-12-02

Exhibit D to Charter Review Committee
12-09-15 Meeting Minutes

Submission 66, Article 6, Section X-2, as modified by CRC on December 09, 2015

Section x-2: Roles and Responsibilities

The primary roles and responsibilities of the Finance Committee are as follows:

1. Serve as principal advisors to Town Meeting, the Board of Selectmen, the Town Manager and the Department of Finance on all matters pertaining to the budget, including budgeting strategy and goals, and the balancing of revenues and expenditures.
2. Together with the Board of Selectmen, the Town Manager and the Department of Finance, develop a budgeting strategy and set financial goals for each fiscal year.
3. Present the Finance Committee's annual budget at the Spring Town Meeting in accordance with the process described in Article 6.
4. Consult with the Board of Selectmen, the Town Manager and Department of Finance prior to collective bargaining to develop a strategy aligning with the town's long-term budgetary strategy and goals.
5. Review the preliminary results of collective bargaining to ensure alignment with long-term budgetary strategy and goals.

Change Summary:

- A. Accepted all changes proposed in version 2 of this section
- B. Removed the word *the* in front of the word Town Meeting in the first roles and responsibilities listing.
- C. Eliminated the entire third entry in the roles and responsibilities listing and replaced it with all new text.

Giger, 2015-12-10

Submission 66, Article 6, Section X-2 (new), extracted from submission document

Section x-2: Roles and Responsibilities

The primary roles and responsibilities of the Finance Committee are as follows:

1. Serve as principal advisors to the Board of Selectmen, the Town Manager and the Department of Finance on all matters pertaining to the budget, including budgeting strategy and goals, and the balancing of revenues and expenditures.
2. Together with the Board of Selectmen, the Town Manager and the Department of Finance, develop a budgeting strategy and set financial goals for each fiscal year.
3. Review and ratify the town's annual budget in accordance with the process described in Article 6, and present the budget for a vote at the spring town meeting.
4. Consult with the Board of Selectman, the Town Manager and Department of Finance prior to collective bargaining to develop a strategy aligning with the town's long-term budgetary strategy and goals.
5. Review the preliminary results of collective bargaining to ensure alignment with long-term budgetary strategy and goals.
6. The Finance Committee may consider any and all municipal questions for the purpose of making reports or recommendations to the Town.

Submission 66, Article 6, Section X-2, as modified by CRC on December 02, 2015

Section x-2: Roles and Responsibilities

The primary roles and responsibilities of the Finance Committee are as follows:

1. Serve as principal advisors to the ~~Town Meeting~~, the Board of Selectmen, the Town Manager and the Department of Finance on all matters pertaining to the budget, including budgeting strategy and goals, and the balancing of revenues and expenditures.
2. Together with the Board of Selectmen, the Town Manager and the Department of Finance, develop a budgeting strategy and set financial goals for each fiscal year.
3. Review and ~~ratify~~ **recommend** the Finance Committee's ~~town's~~ annual budget in accordance with the process described in Article 6, and present the budget for a vote at the spring town meeting.
4. Consult with the Board of Selectman, the Town Manager and Department of Finance prior to collective bargaining to develop a strategy aligning with the town's long-term budgetary strategy and goals.
5. Review the preliminary results of collective bargaining to ensure alignment with long-term budgetary strategy and goals.
6. ~~The Finance Committee may consider any and all municipal questions for the purpose of making reports or recommendations to the Town.~~

Formatted: Right: 0.27", Space After: 0 pt, Line spacing: Multiple 1.15 li, Outline numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.72" + Indent at: 0.9", Don't allow hanging punctuation, Don't adjust space between Latin and Asian text, Don't adjust space between Asian text and numbers, Tab stops: 1.09", Left

Current Charter Section 3-2(d) (extracted by John Giger)

Appointing Authority - The board of selectmen shall appoint the town manager, finance committee, town counsel, a zoning board of appeals, and a board of registrars. The board of selectmen shall also appoint, consistent with paragraph (d) of section 4- 2, a police chief and a fire chief. The police chief shall serve under section 97A of chapter 41 of the General Laws. The fire chief shall serve under section 42 of chapter 48 of the General Laws. The board of selectmen shall also appoint a conservation commission, council on aging, housing partnership, local cultural council, and other committees as required by the General Laws. **[Amended by Ch. 50, Acts of 2010²]**

Proposed Charter Section 3-2 (d)

Appointing Authority – The board of selectmen shall appoint the town manager, town counsel, a zoning board of appeals and a board of registrars. The chairman of the board of selectmen will participate on a three-person board, with the chairman of the finance committee and the town moderator, to appoint the finance committee. The board of selectmen shall also appoint, consistent with paragraph (d) of section 4- 2, a police chief and a fire chief. The police chief shall serve under section 97A of chapter 41 of the General Laws. The fire chief shall serve under section 42 of chapter 48 of the General Laws. The board of selectmen shall also appoint a conservation commission, council on aging, housing partnership, local cultural council, and other committees as required by the General Laws. **[Amended by Ch. 50, Acts of 2010²]**