

TOWN GOVERNMENT STUDY COMMITTEE

Minutes

Wednesday, March 11, 2015

6:30 pm

Room 008 Warren Building

Committee: Katherine L Babson Jr., Rose Mary Donahue, Arthur J Goldberg, , Anna Sereiko, Thomas Ulfelder,

Also: Kathleen Nagle, Pete Hechenbleikner

Katherine Babson called the meeting to order at 6:30 pm. There were no citizens to address the committee.

LAND USE RECOMMENDATIONS- Donahue

ESTABLISH LAND USE DIVISION under a Division Director

Discussion –

- o NRC not included, they are not a permitting authority
- o Wetlands would be included as a permitting board, but still appointed by NRC
- o Goal is for the division to be a single source to define the process for any project, let applicant know the required steps for permitting; and monitor the sequencing for a project
- o Division Director would report to Chief Executive Officer

MOTION - Perlmutter – Establish Land Use Division. Unanimous

MOTION - Perlmutter – Establish position of Land Use Division Director. Unanimous.

LUDD – expected to be .5 position and have other municipal responsibilities – generally expected to be a department head in a subject matter area with the additional division administrative responsibilities. Position could be internal to the division departments or external in the CEO office. After Division is established the position might become a .2 administrative load.

LUDD would be appointed by the CEO.

Department heads in the division – also appointed by CEO in consultation with LUDD and affected boards. Appointment power also includes supervision and removal if necessary.

MOTION – Perlmutter – Establish position of Code Enforcement Officer. Unanimous

Code enforcement officer to have responsibility for specific zoning issues - Sign Bylaw and Tree Bylaw

Report to LUDD

MOTION- Sereiko- Recommend the establishment of a collaborative process to recodify the Zoning Bylaw. Unanimous

Process to have all stakeholders participate – Planning, ZBA and building to review issues and failures of current bylaw.

“Recodification” is meant to look at restructuring, renumbering and consolidation of regulations without substantive changes.

Recommend an interboard committee employ the help of a consultant to accomplish this task

MOTION – Brooks – Recommend BOS establish a collaborative process to coordinate the development of a town wide Strategic Plan (SP) in conjunction with the update of the Comprehensive Plan. Unanimous.

SP should be an ongoing process

SP should integrate with Planning Comprehensive Plan

Administrative matters

April 2 meeting BOS/TGSC with Julian Lange to discuss the management of change

April 1 meeting cancelled

May 11 – interboard meeting at Olin Hall Babson College – rollout of recommendations

Marilyn Contreas – Municipal Overview

Peter Hechenbleikner – Discussion of findings

Babson and others –presentation of recommendations

Donohue – facilitator of discussion

Minutes of January 21 approved

Adjourned 10:00 pm