

Harvard Charter Commission  
Meeting Minutes  
August 9, 2017  
Upper Town Hall

Members present: Paul Cohen (Chair), Rick Maiore, George McKenna, Stephanie Opalka, Ron Ostberg, Charles Redinger, Cindy Russo, Peter Warren. Absent: Sharon McCarthy.

Paul Cohen called the meeting to order at 3:34 p.m. and the commissioners approved the 7/27 minutes as amended.

The commissioners reviewed the 8/9 draft one more time before sending the Preliminary Charter Report, which is due to the Attorney General's office 8/14.

Discussion followed in several areas:

- Town building maintenance, school buildings, and the role of the Facilities Manager – the commissioners made no material changes to the draft Charter
- Hiring and appointing responsibilities by the Select Board, Town Administrator, and the Library Trustees – language was added to the Library Trustee section that clarified that the trustees are responsible for hiring the Library Director and employees, although those employees continue to operate under the town's personnel policies.
- Statement of Intent and Cover Letter – some parts of the Cover Letter were included in the Statement of Intent and both will be part of the Preliminary Charter sent out 8/14.

After more edits and discussion, the Commissioners voted unanimously (Sharon McCarthy absent) to approve the motion submitted by Cindy Russo and seconded by Peter Warren "to approve and endorse the Preliminary Charter Report."

Charter timing:

- August 14 – Preliminary Charter Report to Attorney General
- September 1 – Notice of Public Hearing and Charter in local newspaper
- September 13 – Public Hearing
- October 12 – Final Charter Report to Attorney General
- Spring 2018 Annual Town Meeting – Town to vote on Charter

Paul will contact Lucy Wallace, chair of the Board of Selectmen, to recommend declaring an all-boards meeting to attend the Public Hearing. Rick Maiore will work with the Harvard Press on timing and cost of printing the Preliminary Charter. Paul will work out the details of what documents need to be provided to whom and where the money will come from for the expenses.

The next meeting will be Wednesday, September 13, following the public hearing, which will be at 7 p.m. at Upper Town Hall.

Paul adjourned the meeting at 4:55 p.m.

Laura Andrews, Recorder