

# TOWN GOVERNANCE STUDY COMMITTEE

Northfield Town Hall

December 26, 2018

7:00 PM

Location

Date

Time

## Meeting Minutes

Members Present: Brian Brault, Barbara "Bee" Jacque (Clerk), Robert MacEwen,  
Tammy Pelletier (Chair), Bernie Porada, Emily Stevens (Vice-Chair), Jeremy Underwood

Others Present: none

Meeting called to order by Pelletier at 7:02 PM

1. Public Comment: none

2. On a motion by Brault, seconded by Porada, voted to approve minutes from November 29, December 12, and December 19.

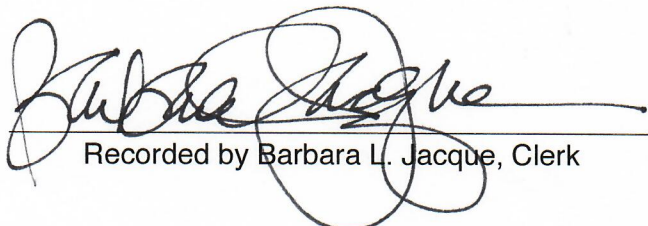
3. Old Business:

- MacEwen reviewed function of Board of Health, including Transfer Station
- Reviewed/discussed relevant topics from *Handbook for Massachusetts Selectmen, Third Edition* (published by Massachusetts Municipal Association © 1998).
  - Page 1, 5th paragraph, independent elected bodies
  - Page 1, 7th paragraph, selectboard member sizes
  - Page 2, 1st paragraph, boards' authority, Executive Function
  - Page 3, 4th paragraph, Coordination and Strategic Responsibilities
  - Page 23, Studying Local Government
  - Page 60, Town Accountant, Treasurer, Collector of Taxes or Town Collector, Assessors
- Reviewed tasks and research needed to dive deeper into pros & cons of increasing Selectboard size, especially directory of Massachusetts towns (from Porada) and questions for towns with 5 selectboard members (from Porada & Jacque). Jacque will consolidate & wordsmith questions into shorter list. Porada will follow up with the interim Town Administrator re: introductions. Each Committee member picked a town to follow up with once introductions are sent.

4. Meeting time/schedule:

- Thursday, January 10, 2019 @ 7 PM

5. On a motion by Brault, seconded by Porada, voted to adjourn @ 9:02 PM.



Recorded by Barbara L. Jacque, Clerk