

Town and County of Nantucket Select Board • County Commissioners

Jason Bridges, Chair
Matt Fee
Dawn E. Hill Holdgate
Malcolm W. MacNab, MD, PhD
Brooke Mohr



16 Broad Street
Nantucket, Massachusetts 02554

Telephone (508) 228-7255
Facsimile (508) 228-7272
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C. Elizabeth Gibson
Town & County Manager

AGENDA FOR THE MEETING OF THE SELECT BOARD NOVEMBER 16, 2022 - 5:30 PM PSF COMMUNITY ROOM, 4 FAIRGROUNDS ROAD AND REMOTE PARTICIPATION VIA ZOOM WEBINAR NANTUCKET, MASSACHUSETTS

YOU TUBE LINK FOR VIEWING ONLY:

<https://youtu.be/jzaUCsGBt3w>

ZOOM WEBINAR REGISTRATION LINK TO VIRTUALLY ATTEND MEETING:

https://us06web.zoom.us/webinar/register/WN_-Aw8GZ6qT7mzSDc9BNOJCA

I. CALL TO ORDER

II. SELECT BOARD ACCEPTANCE OF AGENDA

III. ANNOUNCEMENTS

1. The Select Board Meeting is Being Audio/Video Recorded.
2. Health Director: Update on Local Government 2030 National Event.
3. Review of Applications for Appointments to:
 - Zoning Board of Appeals
 - Harbor Plan Update Committee
 - Agricultural Commission
 - Tree Advisory Committee

*Applicant Introduction and Appointments Scheduled for Wednesday, December 7, 2022,
Pursuant to Select Board Committee Appointment Policy*

4. No Select Board Meeting on Wednesday, November 23, 2022; Town Offices closed on Thursday, November 24, 2022 in Observation of Thanksgiving.
5. Select Board Announcements/Comments.

IV. FOLLOW-UP ON COMMENTS FROM PRIOR SELECT BOARD MEETINGS

V. PUBLIC COMMENT*

VI. NEW BUSINESS*

VII. APPROVAL OF MINUTES, WARRANTS AND PENDING CONTRACTS

1. Approval of Minutes of November 9, 2022 at 5:30 PM.
2. Approval of Payroll Warrants for November 13, 2022.
3. Approval of Treasury Warrants for November 16, 2022.
4. Approval of Pending Contracts for November 16, 2022 - as Set Forth on the Spreadsheet Identified as Exhibit 1, Which Exhibit is Incorporated Herein by Reference.

VIII. CITIZEN/DEPARTMENTAL/COMMITTEE REQUESTS

1. Historic District Commission: Request for Reinstatement of Madaket Advisory Board, Tuckernuck Advisory Board, Siasconset Advisory Board, Historic Structures Advisory Board.

IX. SELECT BOARD'S REPORTS/COMMENT

1. Form of Government/Municipal Charter Change Discussion (Input from Guest Speakers).
2. Discussion Regarding Potential Short-term Rental General Bylaw Article(s) for 2023 Annual Town Meeting (or Future Town Meeting).

X. TOWN MANAGER'S REPORT

1. Continued Preliminary Review of Town-Sponsored Warrant Articles for 2023 Annual Town Meeting.

XI. SELECT BOARD'S REPORTS/COMMENT II

1. Committee Reports.

XII. ADJOURNMENT

****Identified on Agenda Protocol Sheet***

SELECT BOARD AGENDA PROTOCOL:

Roberts Rules: The Select Board follows Roberts Rules of Order to govern its meetings as per the Town Code Charter.

Public Comment: Public Comment is to bring matters of public interest to the attention of the Board. The Board welcomes concise statements on matters that are within the purview of the Select Board. At the Board's discretion, matters raised under Public Comment may be directed to Town Administration or may be placed on a future agenda, allowing all viewpoints to be represented before the Board takes action, if any. Except in emergencies, the Board will not normally take any other action on Public Comment in its sole discretion.

To facilitate that any individual who wishes to provide Public Comment has the opportunity and to ensure the ability of the Board to conduct its business in an orderly fashion, the following rules and procedures are adopted consistent with state and federal free speech laws:

- The agenda for regular Select Board meetings will include a Public Comment period at the beginning of the meeting unless there is more urgent business for the Board to take up first. This time is reserved for speakers to address the Board on matters that are not related to any other Agenda item. If a speaker wishes to address the Board on a matter that is related to another Agenda item, the Chair will accept public comment when that Agenda item is reached during the meeting.
- All speakers are encouraged to present their remarks in a respectful manner.
- All remarks will be addressed through the Chair of the meeting.
- The Chair of the meeting may not interrupt speakers who have been recognized to speak, except that the Chair reserves the right to terminate speech which is not constitutionally protected because it constitutes true threats, incitement to imminent lawless conduct, comments that were found by a court of law to be defamatory, and/or sexually explicit comments made to appeal to prurient interests. Verbal comments may also be curtailed if they exceed three (3) minutes and to the extent they exceed the scope of the Board's authority.

Disclaimer: Public Comment is not a time for debate or response to comments by the Board. Comments made during the Public Comment period do not reflect the views or positions of the Board. Because of constitutional free speech principles, the Board does not have authority to prevent all speech that may be upsetting and/or offensive made during the Public Comment period.

New Business: For topics not reasonably anticipated by the Chair 48 hours in advance of the meeting may be brought up for discussion in accordance with the Open Meeting Law.

Public Participation: The Board welcomes valuable input from the public at appropriate times during the meeting with recognition from the Chair at his/her sole discretion. For appropriate agenda items, the Chair will introduce the item and take public input. Individual Board Members may have questions on the clarity of the information presented. The Board will hear any staff input and then deliberate on a course of action.

Select Board Report and Comment: Individual Board Members may have matters to bring to the attention of the Board during a meeting. If the matter contemplates action by the Board, Board Members will consult with the Chair and/or Town Manager in advance and provide any needed information by the Thursday before the meeting and/or schedule the matter for a future Board meeting. Otherwise, except in emergencies, the Board will not normally take action on Select Board Comment.

Approved on February 17, 2021

Committee Applicants - December 7, 2022 Appointments

Zoning Board of Appeals

1 Seat Available; 1 Applicant

1 Seat Term End 2024

Current Committee Members:

Lisa Botticelli	2023
VACANT	2024
Michael O'Mara	2025
Elisa H. Allen	2026
Susan McCarthy	2027

Applicants:

John B. Brescher
~~Hillary Hedges-Rayport~~ - withdrew

Harbor Plan Update Committee (new committee)

3 At-Large Seats Available; 5 Applicants

Applicants:

Phil Smith
Steven E. Leinbach
Karen C. Beattie
Emily Molden
Emily Kilvert

Agricultural Commission

2 Seats Available; 0 Applicants

2 Seats Terms End 2023

Current Committee Members:

VACANT	2023
VACANT	2023
Posie Constable	2024
Charity Benz	2025
Pamela Perun	2025

Applicants:

None

Tree Advisory Committee

2 Seat Available, 1 Applicant

2 Seats Terms End 2025

Current Committee Members:

Michael V. Misurelli	2023
Whitfield C. Bourne	2023
Ben Champoux	2024
VACANT	2025
VACANT	2025

Applicants:

Judy Deutsch



TOWN OF NANTUCKET
COMMITTEE INTEREST FORM/NEW APPLICANT
For Appointment by the Select Board

RECEIVED

NOV - 3 2022

NANTUCKET TOWN ADMINISTRATION

Please return this form to the Town Administration offices by the advertised due date.
Please call for date of the Public Hearing for applications review or refer to the Public Notice.

Name: John B. Brescher Home Phone: 8-1906

Mailing Address: PO Box 816, Nantucket, MA 02554 Alternate Phone: 8-0771

Email Address: john@gladdenandgladden.com Date Submitted: 11/3/22

REQUESTING APPOINTMENT TO: Zoning Board / Appeals

Reasons for Committee Interest

- Have you ever attended a meeting of the committee/board/commission?
- Why are you interested in this committee/board/commission?
- Are you prepared to commit to the meeting schedule of the committee/board/commission?

From 2008-2013 I was the administrator for the Zoning Board of Appeals. I then practiced in that of the Board from 2014 to present. I've always found zoning interesting and a valuable tool on our island. I would like to bring my 15 yrs of zoning experience to the Board. And I am fully prepared to commit to the meeting schedule.

Relevant Experience

- What experience, skills or insight would you bring to the committee/board/commission?
- What would you hope to accomplish on the committee/board/commission?

I hope to bring my knowledge of the Zoning Bylaw and property law to the Board, as well as my experience as a former staff member and as a practitioner before the Board.

I hope to uphold the spirit and intent of the Bylaw and apply this standard to each application.

Potential Conflicts of Interest

- Please list any committees appointed by the Select Board, local agencies or non-profit organizations of which you or a member of your immediate family are current members.

Town Real Estate Assessment Committee; Nantucket Boys & Girls Club; A Site Plan, Inc.

- Are you or any member of your family employed by, or receive any financial consideration from, the Town of Nantucket?

N/A

From: [Hillary Hedges Rayport](#)
To: [Erika Mooney](#)
Subject: my application
Date: Monday, November 14, 2022 8:22:40 AM

Good Morning Erika,

I've had a change of heart about the ZBA appointment. Could you pull my application off the list?

Thank you.

Hope you are well.

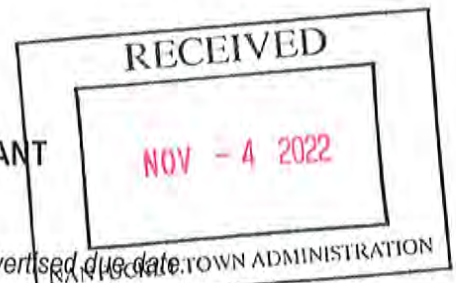
Best,
Hillary

Hillary Hedges Rayport
hrayport@mac.com
(617) 697-6429

This email was scanned by Bitdefender



TOWN OF NANTUCKET
COMMITTEE INTEREST FORM/NEW APPLICANT
For Appointment by the Select Board



Please return this form to the Town Administration offices by the advertised due date.
Please call for date of the Public Hearing for applications review or refer to the Public Notice.

Name: Phil Smith **Home Phone:** (508) 228-9502
Mailing Address: 10 Milk Street, Nantucket, MA 02554 **Alternate Phone:** (646) 391-3072 (preferred)
Email Address: pguysmith@gmail.com **Date Submitted:** Nov. 4, 2022

REQUESTING APPOINTMENT TO: Harbor Plan Update Committee

Reasons for Committee Interest

- Have you ever attended a meeting of the committee/board/commission?
- Why are you interested in this committee/board/commission?
- Are you prepared to commit to the meeting schedule of the committee/board/commission?

- I have not attended a meeting of this committee. (I believe it is in formation.)

- I am interested in this committee as many of my interests include the harbor and waterfront. Specifically, I am a board member of the Nantucket Shellfish Association, Nantucket Community Sailing and the Roads and Right of Way Committee. Regarding the R&ROW, I have been working this past year with Nathan Porter on updating and clarifying the beach access points around the Island on Town maps, so visitors will have a clear idea of where they can access beaches open to the public. (This may go so far as creating an app on smart phones.) In addition, I am an active sailor who gets out on the water daily during the summer months.

- I will commit to attend meetings to the best of my ability.

Relevant Experience

- What experience, skills or insight would you bring to the committee/board/commission?
- What would you hope to accomplish on the committee/board/commission?

- In addition to my work on R&ROW described above, I am working with some of my fellow committee members on Chapter 91 issues. I imagine Chapter 91 will be a topic the committee will have to address.

- My 12 years on the board of the NSA would help me on the new committee when issues of water quality are addressed. I was involved in getting the NSA behind the Town Warrant for water quality this last Spring.

- As a member of Community Sailing's board, I have been the Chair of the Opera House Cup Committee the past two years. This committee has responsibility for overseeing the race, the parade that Sunday morning and the Classic Yacht Exhibition in the boat basin. All this experience could be helpful to the Harbor Plan Committee.

- I would hope to see this committee produce a harbor plan that most people would consider thoughtful, realistic and that would serve the needs of all who enjoy our Island in future years.

Potential Conflicts of Interest

- Please list any committees appointed by the Select Board, local agencies or non-profit organizations of which you or a member of your immediate family are current members.

- In addition to R&ROW, Nantucket Shellfish Association and Nantucket Community Sailing, I am a board member and Treasurer of Fairwinds Behavioral Health Counseling Center. My wife, Ann, is Vice Chair of Fairwinds.

- Are you or any member of your family employed by, or receive any financial consideration from, the Town of Nantucket?

- No.



TOWN OF NANTUCKET
COMMITTEE INTEREST FORM/NEW APPLICANT
For Appointment by the Select Board

RECEIVED

NOV - 7 2022

Please return this form to the Town Administration offices by the advertised due date.
Please call for date of the Public Hearing for applications review or refer to the Public Notice.

Name: Steven E. Leinbach

Home Phone: 508-325-1922

Mailing Address: 52 Monomoy Rd.
Nantucket, MA 02554

Alternate Phone: —

Email Address: polpis@mindspring.com

Date Submitted: 11/07/2022

REQUESTING APPOINTMENT TO: Harbor Plan Update Committee

Reasons for Committee Interest

- Have you ever attended a meeting of the committee/board/commission?
- Why are you interested in this committee/board/commission?
- Are you prepared to commit to the meeting schedule of the committee/board/commission?

-Tommy Knowledge this committee has not yet met, but I was a member of the Original Harbor Planning Committee in the early 1990's
-I have spent my entire life on the waters of Nantucket & Madaket Harbors and current issues such as water quality, coastal resilience, and overuse are of great concern to me.
-I am most certainly prepared to commit to this committee and all its meetings

Relevant Experience

- What experience, skills or insight would you bring to the committee/board/commission?
- What would you hope to accomplish on the committee/board/commission?

please see reverse side.

Potential Conflicts of Interest

- Please list any committees appointed by the Select Board, local agencies or non-profit organizations of which you or a member of your immediate family are current members.
- I am a board member of the Monomoy Civic Association
- My Wife, Pamela Leinbach, is President of the board of The Hospital Thrift Shop
- Are you or any member of your family employed by, or receive any financial consideration from, the Town of Nantucket?

NO

Other Non Profit Memberships: Nantucket Land Council
Nantucket Conservation Foundation, Nantucket Shellfish Association
Egan Maritime Institute, Nantucket Historical Association

Steven E Leinbach
Harbor Plan Update Committee
Interest Form/New Applicant

As far as experience goes I was on the first ever Harbor planning committee back in the early 1990's serving along with Dave Fronzuto, then harbor master, and others.

I have lived my entire life, sixty one years, on harbor front property and I have seen firsthand the intense pressure on the both Nantucket and Madaket Harbor and all surrounding water.

I started out running small skiffs around the harbor from the age of seven.

I am currently a US Coast Guard licensed Captain and have been for thirty years.

I have made my living working on sportfishing boats here on Nantucket for the last 40 years and still do to this day.

I also operate smaller vessels for work out of Madaket marine and am very familiar with all the west end waters.

Of utmost concern to me are the issues of water quality, coastal resilience, and over use of the harbors which adversely affect both water quality and coastal resilience.

I am hoping, if selected, that I can help work with this committee, drawing from a lifetime of experience, to help shape the future of Nantucket and Madaket Harbors and all surrounding waters in a reasonable and conscience way that preserves the ecology and plans for the challenges of the future.



TOWN OF NANTUCKET
COMMITTEE INTEREST FORM/NEW APPLICANT

For Appointment by the Select Board

RECEIVED

NOV - 9 2022

*Please return this form to the Town Administration offices by the advertised due date.
Please call for date of the Public Hearing for applications review or refer to the Public Notice.*

Name: Karen C. Beattie

Home Phone: 508-228-3596

Mailing Address: 13 Correia Lane

Alternate Phone: 508-560-9663

Email Address: kbeattie@nantucketconservation.org

Date Submitted: November 10, 2022

REQUESTING APPOINTMENT TO: Harbor Plan Update Committee

Reasons for Committee Interest

- Have you ever attended a meeting of the committee/board/commission?
- Why are you interested in this committee/board/commission?
- Are you prepared to commit to the meeting schedule of the committee/board/commission?

I have not attended any meetings of this committee, as it has not yet been formed. I am prepared to commit to the meeting schedule if appointed to this committee. I have over 30 years of experience with conservation land management and stewardship, with a particular focus on beach management and rare resource protection. I am the current Vice President of Science and Stewardship with the Nantucket Conservation Foundation (NCF), where I have been employed since 1992. As a major property owner surrounding both Nantucket and Madaket Harbors, NCF is an important stakeholder in the management of Nantucket's harbor resources. I believe that I will provide a valuable perspective and have important information to contribute to the process of updating the harbor plan.

Relevant Experience

- What experience, skills or insight would you bring to the committee/board/commission?
- What would you hope to accomplish on the committee/board/commission?

In addition to my experience in my position at NCF, I am personally a stakeholder and user of Nantucket's harbors. I have lived on Nantucket since 1989. My husband Doug was a commercial scalloper for over 15 years, and I joined him as a commercial scalloper for two years in the early 1990's prior to full-time employment. Our family has owned multiple boats based out of Polpis Harbor over the years, including 14' and 26' wooden catboats as well as a 22' fiberglass motor boat. We recreate on both Nantucket and Madaket Harbors almost every weekend during the summer and early fall. I am very interested in making a positive contribution to the harbor update process as someone with a science background, a representative of NCF, which is a major abutting landowner, and a invested user of the resource during my personal time.

Potential Conflicts of Interest

- Please list any committees appointed by the Select Board, local agencies or non-profit organizations of which you or a member of your immediate family are current members.
No previous committee appointments; Employee- Nantucket Conservation Foundation
Contributor/member - Nantucket Conservation Foundation, Nantucket Land Council
- Are you or any member of your family employed by, or receive any financial consideration from, the Town of Nantucket?

No



RECEIVED

**TOWN OF NANTUCKET
COMMITTEE INTEREST FORM/NEW APPLICANT**

For Appointment by the Select Board

NOV 10 2022

NANTUCKET TOWN ADMINISTRATION

*Please return this form to the Town Administration offices by the advertised due date.
Please call for date of the Public Hearing for applications review or refer to the Public Notice.*

Name: Emily Molden**Home Phone:** (508) 901-1901**Mailing****Address:** P.O. Box 811, Nantucket MA 02554**Alternate Phone:** (508) 228-2818**Email Address:** emily@nantucketlandcouncil.org**Date Submitted:** November 10, 2022**REQUESTING APPOINTMENT TO:** Harbor Plan Update Committee**Reasons for Committee Interest**

- Have you ever attended a meeting of the committee/board/commission?
- Why are you interested in this committee/board/commission?
- Are you prepared to commit to the meeting schedule of the committee/board/commission?

I did not personally participate in the former Harbor Plan Committee, however, the Nantucket Land Council did actively participate. I am interested in this position because I believe there are important opportunities to discuss and improve harbor policies. Since the last Harbor Plan was finalized there have been significant changes to our harbor resources and our needs and use of these resources as a community. I would like to be directly engaged and involved in the discussion and process of updating our Harbor Plan. I am prepared to commit to the meeting schedule of the committee.

Relevant Experience

- What experience, skills or insight would you bring to the committee/board/commission?
- What would you hope to accomplish on the committee/board/commission?

I will bring 18 years of experience working for the Nantucket Land Council with a focus on the island's water resources. I bring direct knowledge of the health of the harbor resources, changes in its ecosystem, as well as an understanding of the local policies and regulations in place to address our use of the harbors. I am aware of the need to balance our use of these areas with the long term sustainability of what they provide. I am also aware and interested in the need for appropriate access as well as considering the future implications of sea level rise and the need for resiliency planning and implementation.

Potential Conflicts of Interest

- Please list any committees appointed by the Select Board, local agencies or non-profit organizations of which you or a member of your immediate family are current members.

I am the Executive Director of the Nantucket Land Council and serve on the board of Palliative and Supportive Care on Nantucket (PASCON).

- Are you or any member of your family employed by, or receive any financial consideration from, the Town of Nantucket?

No.



TOWN OF NANTUCKET
COMMITTEE INTEREST FORM/NEW APPLICANT
For Appointment by the Select Board

RECEIVED

NOV 10 2022

Please return this form to the Town Administration offices by the advertised due date. TOWN ADMINISTRATION
Please call for date of the Public Hearing for applications review or refer to the Public Notice.

Name: Emily Kilvert Home Phone: 508-228-2026

Mailing Address: 4 Darling Street Alternate Phone: 617-697-6315

Email Address: ekilvert@me.com Date Submitted: 11/10/22

REQUESTING APPOINTMENT TO: Harbor Plan Update Committee

Reasons for Committee Interest

- Have you ever attended a meeting of the committee/board/commission?
- Why are you interested in this committee/board/commission?
- Are you prepared to commit to the meeting schedule of the committee/board/commission?

Please see the attached.

Relevant Experience

- What experience, skills or insight would you bring to the committee/board/commission?
- What would you hope to accomplish on the committee/board/commission?

Potential Conflicts of Interest

- Please list any committees appointed by the Select Board, local agencies or non-profit organizations of which you or a member of your immediate family are current members.
 - Are you or any member of your family employed by, or receive any financial consideration from, the Town of Nantucket?
-

Harbor Plan Update Committee application
Emily Kilvert

Have you ever attended a meeting of the committee/board/commission?

I have not attended a meeting of the Harbor Plan Update Committee.

Why are you interested in this committee/board/commission?

I believe in thoughtful planning for the special harbors of Nantucket and Madaket. The updated Harbor Plan is needed now, with the serious challenges we are facing that threaten the health of the harbor. The decisions and plans we make today will sustain our beautiful harbor and safeguard it for future generations. I would like to have a voice in these decisions.

I have spent my whole life here enjoying sailing, fishing and scalloping in our harbor. I am deeply concerned about both the health of the harbor in recent years, as well as the threat of rising seas and storm surge.

Are you prepared to commit to the meeting schedule of the committee/board/commission?

I commit to attend every meeting.

What experience, skills or insight would you bring to the committee/board/commission?

- Current Trustee of Egan Maritime Institute
- Property and operational management experience as a member of the Executive Committee of the Nantucket Yacht Club
- Chair of the Rising Sea Level Committee at the Nantucket Yacht Club for four years
- Strong knowledge of Chapter 91 regulations
- Former Trustee of the Nantucket Atheneum. Member of the team that orchestrated the circus event for multiple years.
- Financial, legal, and contractual management experience with my family business, Nantucket Insurance
- 57 years of living on Nantucket
- Mother to three adult children
- Completed the Citizens Planner Training Collaborative class on Master Planning
- Planning, development, and board experience as a member of the founding team of Nantucket Ice
- Experience managing my family's commercial property on Pleasant Street

What would you hope to accomplish on the committee/board/commission?

- I will contribute to a professional approach to reviewing and building upon the 2009 Harbor Plan.
- I bring a fresh perspective and will participate as called upon in order to get the best outcome for Nantucket.
- I would hope the new plan will ultimately be approved at the state level as our Municipal Harbor Plan.
- I would like to see this committee find a solution and implement steps to improve the water quality.
- I would like for this committee to look through the lens of the Coastal Resilience Plan as they update the 2009 plan.
- I would like to see public workshops held to gain public input in the planning.

Please list any committees appointed by the Select Board, local agencies or non-profit organizations of which you or a member of your immediate family are current members.

I am a current Trustee of Egan Maritime Institute

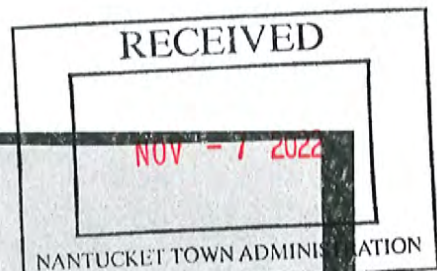
My husband, Charlie, is a 27 year board member of the Nantucket Land Council.

Are you or any member of your family employed by, or receive any financial consideration from, the Town of Nantucket?

No



TOWN OF NANTUCKET
COMMITTEE INTEREST FORM/NEW APPLICANT
For Appointment by the Select Board



Please return this form to the Town Administration offices by the advertised due date.
Please call for date of the Public Hearing for applications review or refer to the Public Notice.

Name: Ludy Deutsch Home Phone: 828-776-0418
Mailing: 82 Brookline Dr / Asheville NC 28803
Address: 36 Vestal St. / Nantucket Alternate Phone: Ø

Email Address: jdeutsch60@gmail.com Date Submitted: _____

REQUESTING APPOINTMENT TO: Tree Advisory Board

Reasons for Committee Interest

- Have you ever attended a meeting of the committee/board/commission? NO
- Why are you interested in this committee/board/commission? see attached
- Are you prepared to commit to the meeting schedule of the committee/board/commission? yes

Relevant Experience

- What experience, skills or insight would you bring to the committee/board/commission? see attached
- What would you hope to accomplish on the committee/board/commission? "

Potential Conflicts of Interest

- Please list any committees appointed by the Select Board, local agencies or non-profit organizations of which you or a member of your immediate family are current members.
Ø
- Are you or any member of your family employed by, or receive any financial consideration from, the Town of Nantucket?
Ø

Reasons for Committee Interest:

I am a life-long seasonal resident of Nantucket and in recent years have become interested in the numerous old trees that surround town, especially the remaining elm trees. I have spent the past few years walking by and identifying them. My interest is in maintaining the health and existence of these trees. Development and issues like sidewalk repair and maintenance are certainly potential threats to their existence.

I was also interested to learn some years ago that the town of Nantucket has an arborist to care for town trees which is wonderful.

I honestly didn't know this committee existed until I saw the request for members and so am applying.

As a side note, while I never have attended a meeting (since I didn't know of them), I did go to the Town web site and saw agendas but no minutes. That may be my inexperience with the web site, but the agendas gave me some idea of topics dealt with by this Committee.

I am on island 3-5 months a year and am willing to participate by Zoom if I cannot be physically present.

Relevant Experience:

While I have no experience as an arborist, I have been a Master Gardener in North Carolina for 15 years so have a background in the basics of horticulture. Even though it is irrelevant to trees, I am also a Consulting Rosarian for the American Rose Society.

What I hope to accomplish: As I stated before, I would like to work to preserve the historic elms and other old trees on Nantucket.

EXHIBIT 1
AGREEMENTS TO BE EXECUTED BY TOWN MANAGER
UNLESS RESOLUTION OF DISAPPROVAL BY SELECT BOARD
NOVEMBER 16, 2022

Type of Agreement/Description	Department	With	Amount	Other Information	Source of Funding	Term
Professional Service Agreement	Town Administration	Userway, Inc.	\$9,900	Products & services for web accessibility	Town Administration Budget	November 16, 2022 - November 15, 2023
Professional Service Agreement	Town Administration	Zencity Technologies	\$26,000	Products & services for digital community engagement platform	Town Administration Budget	November 16, 2022 - November 15, 2023
Grant Agreement	Town Administration	Nantucket Island Chamber of Commerce	\$25,000	Rock Solid Fund provides a grant to assist local small business in the Nantucket Community	ARPA Funding	December 1, 2022 - December 31, 2023
Professional Service Agreement	Finance/Assessor	RDM Software Consulting	\$25,000	3-year contract for software consulting services for tax billing & Munis	Assessor Budget	November 16, 2022 - November 15, 2025
Purchase Agreement	Fire Department	CCE Gold Cars	\$25,915.10	Purchase of Polaris Pro XD 2000D AWD Vehicle	Article 10 2022 ATM	September 1, 2022 - July 1, 2024
Amendment to Professional Service Agreement	Fire Department	LMC Contracting	Add \$4,200 to original contract amount of \$27,500 for new contract amount of \$31,700	Amendment to existing contract for Siasconset Fire Station front entry steps repair	Fire Department Budget	N/A
Professional Service Agreement	Human Services	Trilogy Integrated Resources, LLC	\$24,000	Renewal of annual contract for hosting & maintenance of Network of Care website	Human Services Budget	September 11, 2022 - September 10, 2023
Professional Service Agreement	PLUS	Weston & Sampson Engineers, Inc.	\$314,000	Contract renewal to continue work for final design & engineering services for Tom Nevers Multi-Use Path	Article 10 2019 ATM	November 16, 2022 - November 15, 2025
Professional Service Agreement	Public Works	KOBO Utility Construction Corporation	Up to \$500,000	3-year contract for general construction & excavation related services for DPW	Public Work Budget	November 16, 2022 - November 15, 2025
Professional Service Agreement	Public Works	Longfin, LLC d/b/a Holdgate Partners	Up to \$500,000	3-year contract for general construction & excavation related services for DPW	Public Work Budget	November 16, 2022 - November 15, 2025

Professional Service Agreement	Public Works	Nantucket Surveyors	Up to \$100,000	3-year contract for on-call surveying services for DPW	Public Work Budget	November 16, 2022 - November 15, 2025
Professional Service Agreement	Public Works	Greenman Pedersen, Inc	\$314,000	Contract renewal to continue survey work & engineering design services for improvements of Lovers Ln, Okorwaw Ave & Monohansett Rd	Article 12 2021 ATM	November 16, 2022 - November 15, 2025
Professional Service Agreement	Public Works	LMC Contacting, Inc d/b/a Ludlow Memorial	\$5,300	Cleanup around & repair of fence at Skate Park	Article 10 2022 ATM	November 8, 2022 - December 31, 2022
Purchase Agreement	Sewer Department	South Shore Generator	\$26,815.49	Purchase of breaker replacement for main generator at Surfside Wastewater Treatment Facility	Sewer Budget	November 9, 2022 - December 31, 2022



HISTORIC DISTRICT COMMISSION

2 Fairgrounds Road
Nantucket, Massachusetts 02554

Telephone: 508.325.7587

Fax: 508.228.7298

MEMO

To: The Select Board

From: The members of the Nantucket Historic District Commission

cc: Erika Mooney, Operations Manager; Holly Backus, Preservation Planner; Esmeralda C. Martinez, HDC Compliance Coordinator; Billy Saad, Land Use Specialist; Andrew Vorce, Director of Planning

Date: November 2, 2022

Re: Request for advisory board reinstatement

Please see our letter attached for our request of the reinstatement of the disbanded HDC advisory boards. This request is a temporary solution to get these boards operating in a legal manner as quickly as possible. The HDC wishes to manage these boards internally as they act strictly in an advisory role to the HDC's elected members. As we continue to work toward our long-term solution, we will provide supplemental requests and respectfully ask the select board to accommodate further support to develop future regulations to govern these advisory boards.



HISTORIC DISTRICT COMMISSION

2 Fairgrounds Road
Nantucket, Massachusetts 02554

Telephone: 508.325.7587

COMMISSIONERS

Ray Pohl
Chair

Stephen Welch
Vice-Chair

Abigail Camp

Val Oliver

Diane Coombs

ASSOCIATE COMMISSIONERS

Carrie Thornewill

Jesse Dutra

Constance Patten

STAFF

Holly Backus
Preservation Planner
hbackus@nantucket-ma.gov

Esmeralda Martinez
HDC Compliance Coordinator
emartinez@nantucket-ma.gov

Billy Saad
Land Use Specialist
wsaad@nantucket-ma.gov

To Chair Jason Bridges and the members of the Select Board,

We, the members of the Historic District Commission, request the full reestablishment of all HDC advisory boards: Siasconset Advisory Board (SAB) Madaket Advisory Board (MAB), Tuckernuck Advisory Board (TAB), and the Historic Structures Advisory Board (HSAB).

These boards play a vital role in reviewing the lengthy applications and agendas on which the HDC must make rulings. The members of these groups specialize in the subject matter of their respective boards and, in many cases, provide knowledge and insight on historical structures and precedents that could potentially be missed, given the volume of applications reviewed weekly.

We want it to be clear that these boards act strictly in an advisory manner, and the HDC elected members make a formal vote on each application submitted to the town. We understand that the legality of the establishment of the boards and the appointment of members has been called into question.

Therefore, we are asking the Select Board to reappoint the sitting members of each board at the time of disbandment as a short-term solution.

With regards to the long-term solution, we humbly request for the Select Board to ratify the HDC's selections of advisory board nominees.

Respectfully,

Ray Pohl (chair) and all members of the Nantucket Historic District Commission



Planning and Land Use Services

Building ▪ Historic District Commission ▪ Planning Board ▪ Zoning Board of Appeals

To: Andrew V. Vorce, AICP, Planning Director

From: Holly E. Backus, Preservation Planner

Date: November 10, 2022

Re: Advisory Reviews

Attachment: Ex of advisory group comments

I would like to give an update on how “advisory reviews” have been going on for the HDC, since the disbandment of the Advisory Boards in August 2022, due to not being fully constituted under the law. As you know, the Advisory Boards in the past have specific areas for review, they included: Historic Structures (Old Town Nantucket), ‘Sconset (Village of Siasconset), Tuckernuck Island, and Madaket.

In that time frame from August to October, the HDC has received a continued stream of approximately 320 “New Business” applications, not including resubmittals for “Old Business.” And as previously done, staff has provided technical preservation and *BWNIM* guidance on all applications within the Old Historic Districts, both existing contributing buildings and in-fill development, and any contributing building outside the Old Historic Districts, to the HDC for consideration in their review.

In addition, the HDC has received advisory comments from former advisory board members representing Town, ‘Sconset & Madaket areas. (See attached.) As previously done, these comments are read into the record for the HDC during the respective meetings, after I have read staff comments into the record all for their consideration. As previously done, staff has also received and read into the record pertinent historic information from Nantucket Preservation Trust; a public-private partnership that is invaluable. Staff greatly appreciates substantive comments from the public that can be shared with the commission for consideration and continues to encourage this practice.

It should be noted that during this time, staff has not had to set up, post, or monitor meetings for OML requirements for these unofficial advisory group meetings, as the membership of these groups do this on their own. This is one less thing staff must be responsible for, which allows for time for other necessary tasks for the Town. In addition, some applicants have reached out to staff on their own for comments, ahead of commission review, which assist the review process.

In all honesty, the removal of the “structure” Advisory Boards has not hindered the HDC review process, even though there are many applications before the commission to review. That aspect has not changed, due to the size of our unique historic district. The Nantucket Historic District Commission continues to receive valuable information for consideration for all applicable applications for their review and will continue to do so.

Sconset Advisory Group 9/3/22 meeting notes:

7 Bunker Hill Road

- * Scale and massing are inappropriately large for this narrow corner lot
- * Increasing width and height of North gable exacerbates concerns of scale and massing, competes with main gable, creates monolithic 55' East Elevation, and diminishes depth and dimension of the New Street facing (North) Elevation with the loss of Main gable wall area (to the ground) and window
- * Note, 10' front setback is not met on Bunker Hill Road. There is a 10' setback on North Elevation but this clearly reads as the Side of the house, the address is Bunker Hill and there is no access from New Street to the North Elevation

4 Pitman Road

- * Application is incomplete, no dimensions on Site Plan, no Floor Plan, Elevations don't show scale, roof pitch, trim details (window & door casings or corner boards), no foundation or piers, no Window and Door Schedule, etc.
- * Wood Storage area creates negative massing, East and West walls open to wood storage accentuates the negative massing and should be closed in on East and West
- * Design and siting are generally appropriate, but Application needs to be complete to provide for proper review

5 Pochick

- * Appropriate infill application EXCEPT gable overhang at side entry, which is atypical of ALL other 20 Underhill Cottages, an extended shed as overhang would be much more in keeping with typical Underhill designs

4 Chapel Street

- * Architectural Shingles are not appropriate in the (SOH) Sconset Old Historic district, the business of the modern shingle pattern detracts from the simplicity of the historic other exterior materials

6 Coffin Street

- * The hardscaping of the fire pit is not visible, but the glow of the flames certainly will be, is this an appropriate addition to the densely populated village of Sconset? Also, does the previously approved (but not yet constructed) spa fall under the recent new definitions for Spas?

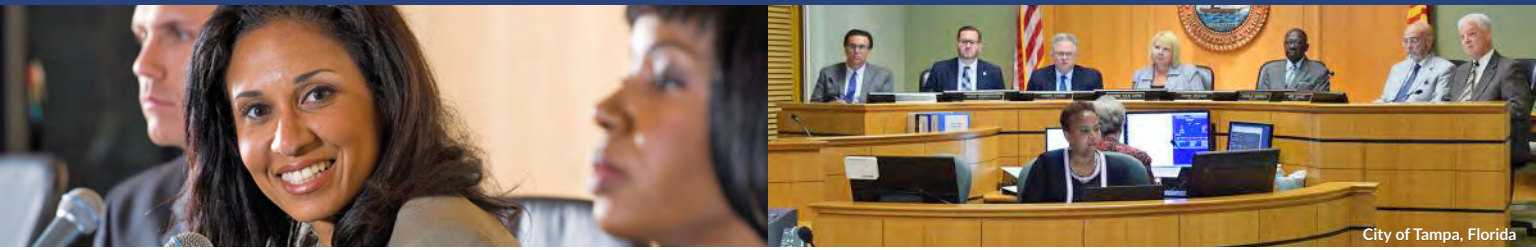
.....

Thank you,
Rob Benchley
Angus Macleod
Caroline Ellis
Clement Durkes
Mary Lathrop Will (absent)

A Massachusetts Select Board Association webinar on Oct. 14 covered trends in municipal charter and bylaw changes.

<https://www.mma.org/msa-discusses-trends-in-municipal-charter-changes/>

Key Roles in Council-Manager Government



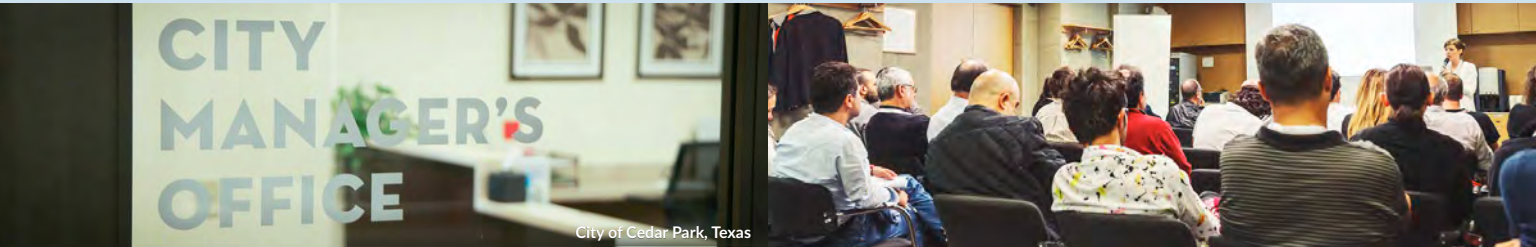
THE ROLE OF THE MAYOR OR CHIEF ELECTED OFFICIAL

Typically, the mayor or board chairperson in a council-manager community is a voting member of the governing body who may be either directly elected, as in 69 percent of council-manager communities, or who is selected by and from among their colleagues on the governing body. The mayor or chairperson is the public face of the community who presides at meetings, assigns agenda items to committees, facilitates communication and understanding between elected and appointed officials, and assists the governing body in setting goals and advocating policy decisions.

THE ROLE OF ELECTED OFFICIALS

Under the council-manager form, the elected officials (e.g. the council or board) are the legislative body and the community's policy makers. Power is centralized in this body, which approves the budget and adopts local laws and regulations, for example. The elected officials also focus on the community's big-picture goals, such as community growth and sustainability.

The elected officials hire a professional city, town, or county manager based on that person's education, experience, skills, and abilities and NOT on their political allegiances. The elected officials supervise the manager's performance, and if that person is not responsive and effective in their role, the elected officials have the authority to remove her or him at any time.



THE MANAGER'S ROLE

The manager is an at-will employee who can be fired by a majority of the elected officials, consistent with local laws or any employment agreements. This person

- Prepares a budget for the governing body's consideration.
- Recruits, hires, supervises, and terminates government staff.
- Serves as the governing body's chief advisor by providing complete and objective information about local operations, discussing options, offering an assessment of the long-term consequences of decisions, and making policy recommendations.
- Carries out the policies established by the governing body.

WHAT ROLE DO RESIDENTS PLAY?

Under council-manager government, local governments often actively engage and involve their residents in community decision making. Residents can guide their community by serving on boards and commissions, participating in visioning and strategic planning sessions, and designing community-oriented local government services.

For more information, contact

icma.org/contactus

@ICMA ICMAorg

To learn more about professional local government management, visit icma.org/professional-local-government-management

Council-Manager Form of Government



INTERNATIONAL CITY/COUNTY MANAGEMENT ASSOCIATION
777 N. Capitol St NE, Ste. 500, Washington, DC 20002
202.962.3680 | 202.962.3500 (f) | icma.org

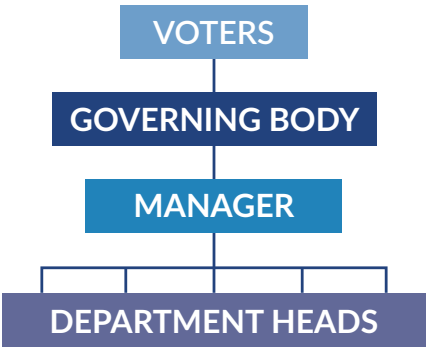
What it is, how it works, and the benefits to your community

What is the council-manager form of government?

The council-manager form is the most popular structure of government in the United States among municipalities with populations of 2,500 or more. It is one of several ways in which U.S. municipalities and counties can organize.

Under this form, residents elect a governing body—including a chief elected official, such as a mayor or board chairperson—to adopt legislation and set policy. The governing body then hires a manager or administrator with broad executive authority to carry out those policies and oversee the local government’s day-to-day operations.

The Council-Manager Form



What’s so special about the council-manager form of government?

Born out of the U.S. progressive reform movement at the turn of the 20th century, the council-manager form was created to combat corruption and unethical activity within local government by promoting nonpolitical management that is effective, transparent, responsive, and accountable.

The council-manager form of government recognizes the critical role of elected officials as policy makers, who focus on mapping out a collective vision for the community and establishing the policies that govern it. The form also recognizes the need for a highly-qualified individual who is devoted exclusively to the delivery of services to residents.

Think about the structure used by many corporations, in which the board of directors hires an experienced CEO, who is granted broad, executive authority to run the organization. While these boards establish the company’s overall policy direction, the CEO oversees implementation of that policy.

What types of communities use the council-manager form of government?

Today more than 120 million people in the U.S. live in municipalities that operate under the council-manager form. Fifty-four percent of the more than 4,300 U.S. municipalities with populations of 10,000 or more use the form, as do 59 percent of the 347 municipalities with populations greater than 100,000. More than 800 counties also employ a similar system.

How can council-manager government benefit my community?

- **Flexibility**—The council-manager form can adapt to local needs and demands. While governing bodies in some council-manager communities are elected at large, for example, others are elected by district or by a combination of an at-large-and-by-district system to respond to local needs.
- **Clearly Defined Roles**—Under the council-manager form, there is a clear distinction between the administrative role of the manager and the political and policy roles of the governing body, lead by the mayor. The day-to-day operations of the local government organization reside with the appointed manager, allowing elected officials to devote their time and energy to policy development and the assessment of the effectiveness of those policies within the community.
- **A Roadmap for Success**—The council-manager form is the system of local government under which professional management is most likely to succeed. Under this system, professional managers can focus on service delivery, policy implementation, and performance management and can align the local government’s services with the values, mission, and policy goals defined by the community and elected officials.

How do we know that council-manager government works?

- The Equipt to Innovate Initiative—a framework of seven essential elements that define high-performance government and empower innovation—found in 2017 that top-performing cities in all but one element employed the council-manager form of government. In 2018, the study’s overall top performer was also council-manager.

- Two-thirds of Moody’s Aaa-bond-rated communities are run by professional local government managers, and many operate under the council-manager form of government.
- An IBM Global Business Services report titled “Smarter, Faster, Cheaper” found that cities that operate under the council-manager form of government are nearly 10 percent more efficient than those that operate under the mayor-council form.
- The National Civic League, America’s oldest advocate for community democracy, has endorsed council-manager government through its *Model City Charter* since 1915.
- The majority of communities recognized since 2013 with the National Civic League’s coveted All-America City Award have been council-manager.

Does it cost more for a community to adopt the council-manager form and hire a professional manager?

Many local governments have *reduced* their overall costs after hiring a professional manager. Savings can come from decreased operating costs, increased efficiency and productivity, improved revenue collection, and effective use of technology. The economic health of the community may also benefit from the implementation of improved business development and retention strategies.

How can my community adopt the council-manager form of government?

Methods vary from state to state, but most communities can adopt council-manager government through a charter, local ordinance, state enabling law, or by voter referendum. For information on how your community can adopt council-manager government, contact your state municipal league, state and local government association, or association of counties. You can find contact information for these organizations at icma.org/state-localgovassns or ncl.org/state-municipal-leagues.

Once my community adopts council-manager government, how do we hire a professional manager?

The vacancy is often announced in *Leadership Matters*, ICMA’s weekly e-newsletter; through the ICMA Job Center at icma.org/job-center; and through state league publications,

and qualified candidates are invited to apply. Elected officials may also hire an executive recruitment firm to assist them with the selection process. Interested parties may apply directly to the governing body or to the recruitment firm, which reviews the applications and interviews qualified candidates. *ICMA makes no recommendations regarding candidates.* Additional information on hiring a professional local government manager is available in ICMA’s *Recruitment Guidelines Handbook*. Visit icma.org/documents/recruitment-guidelines to download a copy.

What kind of educational and on-the-job experience do professional local government managers generally have?

Sixty-five percent of managers surveyed by ICMA indicated that they had earned a master’s (usually in public administration, business, or public policy), or other advanced degree. Survey respondents also said that they had spent an average of more than 20 years working in the local government management profession.

What is ICMA and why is membership in that organization important?

ICMA, the International City/County Management Association, is the professional and educational “home” for more than 12,000 appointed managers and administrators serving cities, towns, counties, other local governments, and regional entities in 40 countries throughout the world.

In addition to gaining access to valuable resources and lifelong professional development opportunities, appointed local government managers who are members of ICMA are bound by its Code of Ethics, which commits members to a set of ethical standards of honesty and integrity that go beyond those required by the law. This stringently enforced code specifies 12 ethical principles of personal and professional conduct, including dedication to good government. For more information, visit icma.org/ethics.

Finally, through its Voluntary Credentialing Program, ICMA recognizes individual members who are qualified by a combination of education and experience, adherence to high standards of integrity, and an assessed commitment to lifelong learning and professional development. ICMA members who meet these requirements may earn designation as an ICMA Credentialed Manager. For more information on ICMA’s Voluntary Credentialing Program, visit icma.org/voluntary-credentialing-program-overview.

COUNCIL-MANAGER OR “STRONG MAYOR”

The Choice is Clear

Learn the Facts About Council-Manager Government

Everyone wants strong political leadership—neighborhoods, civic leaders, and the business community included. And today’s complex communities cannot succeed without the guidance of effective mayors who provide a sense of direction and contribute to the smooth functioning of a local government.

But communities also need thoughtful, dedicated council members, who work with the mayor to establish appropriate policy, and competent, professional managers to carry out those policies. None of the three are mutually exclusive; they can and do work together today in many of the country’s successful council-manager communities.

Today council-manager government is the fastest growing form of government in the United States; it frees up the elected body to establish policy, which is carried out by an appointed manager and an administrative staff. The manager is accountable to the entire council for the satisfactory implementation of council policy and the day-to-day administration of municipal affairs.

There are compelling reasons why many of the nation’s most successful cities and towns have adopted council-manager government rather than the “strong-mayor” form. Council-manager government encourages neighborhood input into the political process, diffuses the power of special interests, and eliminates partisan politics from municipal hiring, firing, and contracting decisions.

People who take time to learn the facts about council-manager government are likely to join the ranks of those who favor this popular form. Consider the following when deciding which form of government is best for your community:

Neighborhoods Strengthen Their Voice

The council-manager form encourages open communication between citizens and their government. Under this form, each member of the governing body has an equal voice in policy development and administrative oversight. This gives neighborhoods and diverse groups a greater opportunity to influence policy.

Under the “strong mayor” form, political power is concentrated in the mayor, which means that other members of the elected body relinquish at least some of their policy-making power and influence. This loss of decision-making power among council members can have a chilling effect on the voices of neighborhoods and city residents.

The Power of Special Interests is Diffused

Under the council-manager form of government, involvement of the entire elected body ensures a more balanced approach to community decision making, so that all interests can be expressed and heard—not just those that are well funded. Under the “strong mayor” form, however, it’s easier for special interests to use money and political power to influence a single elected official, rather than having to secure a majority of the city council’s support for their agenda.

Merit-Based Decision Making Vs. Partisan Politics

Under council-manager government, qualifications and performance—and not skillful navigation of the political election process—are the criteria the elected body uses to select a professional manager. The professional manager, in turn, uses his or her education, experience, and training to select department heads and other key managers to oversee the efficient delivery of services. In this way, council-manager government maintains critical checks and balances to ensure accountability at city hall.

Functioning much like a business organization's chief executive officer, the appointed professional manager administers the daily operations of the community. Through a professional staff, the manager ensures the effective provision of services and enforces the policies adopted by the elected body. He or she, in turn, uses merit as the leading criterion for making all hiring and personnel decisions.

Appointed local government managers have no guaranteed term of office or tenure. They can be dismissed by the council at any time, for any reason. As a result, they constantly must respond to citizens and be dedicated to the highest ideals of honesty, integrity, and excellence in the management and delivery of public services.

Under the “strong mayor” form of government, the day-to-day management of community operations shifts to the mayor, who often lacks the appropriate training, education, and experience in municipal administration and finance to oversee the delivery of essential community services. Also, under the “strong mayor” form, the temptation is strong to make decisions regarding the hiring and firing of key department head positions—such as the police chief, public works director, and finance director—based on the applicant’s political support rather than his or her professional qualifications.

Many Successful Cities Use Council-Manager Government

Council-manager government works! It balances diverse interests, responds quickly to challenges, and brings the community together to resolve even the toughest issues.

Currently, more than 92 million Americans live in council-manager communities, and the system continues to flourish. This form of government is used by thousands of small, medium, and large jurisdictions, including Charlotte, N.C.; Dallas, El Paso, Fort Worth, and San Antonio, Texas; Las Vegas, Nev.; Oklahoma City, Okla.; Phoenix and Tucson, Ariz.; Sacramento, San Jose, and Anaheim, Calif.; Wichita, Kans.; and Colorado Springs, Colo. Consider these examples:

History Argues for the Council-Manager Form of Government

Nearly 100 years old, the council-manager form of government has proven its adaptability; today it is the most popular choice of structure among U.S. communities with populations of 2,500 or greater.

Council-manager government, however, was not always an option. In the late 19th and early 20th centuries, there was widespread corruption, graft, and nepotism among U.S. cities. The stories of New York City's Tammany Hall and Kansas City's Pendergrast machine are only two examples of the misuse of local government power during this time.

By the early 20th century, reformers were looking for ways to return control of municipal government to citizens. Those reformers advocated the council-manager structure of government to eliminate the corruption found in many cities. With its emphasis on professional training and accountability, the council-manager form of government was first formally adopted in 1912 (following appointment of the first manager in 1908), and was subsequently adopted by a number of cities in the 1920s and 1930s.

It took years to diffuse the power entrenched in turn-of-the-century city political machines and special interests. Today, however, citizens throughout the U.S. have resumed control by adopting or retaining council-manager government in their community and enjoying representative democracy at its best.

Prepared by the California City Management Foundation and ICMA, the International City/County Management Association (Revised 2009)

San Jose, California (pop. 894,000)

Long viewed as the "capital" of Silicon Valley, San Jose uses the council-manager form of government to successfully manage diverse interests in an environment of rapid residential and commercial growth.

Phoenix, Arizona (pop. 1,321,000)

In 1993, Phoenix captured the international Bartelsmann Award for being one of the two best managed cities in the world. Today, the city continues to maintain its reputation as a model U.S. community.

Boulder, Colorado (pop. 94,000)

One of the nation's most beautiful and environmentally conscious communities, the city of Boulder successfully balances environmental quality with a vibrant business climate.

Dayton, Ohio (166,000)

Dayton enhanced the process of involving citizens in community decision making by creating neighborhood-based priority boards to deal with key funding, service, and neighborhood issues.

Citizen's Guide to Town Meetings



Published by
William Francis Galvin
Secretary of the Commonwealth
Citizen Information Service



*An Important Message for all
Massachusetts Town Residents,*

The purest form of democratic governing is practiced in a Town Meeting. In use for over 300 years and still today, it has proven to be a valuable means for many Massachusetts taxpayers to voice their opinions and directly effect change in their communities. Here in this ancient American assembly, you can make your voice heard as you and your neighbors decide the course of the government closest to you. This booklet outlines the forms and procedures used in Massachusetts Town Meetings. As the Commonwealth's information officer, I urge you to read it and make use of it as you engage in the debates and votes that give shape to your Town Government.

A handwritten signature in dark ink that reads "William Francis Galvin".

William Francis Galvin,
Secretary of the Commonwealth

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INTRODUCTION

Each town has a different way of running its Town Meeting, depending on its bylaws or charter. Sometimes the customs and traditions are written down; sometimes they are not. This guide is a general outline of the Town Meeting Basics, some of the procedures may be used in one town and not another. This guide is not intended to be an all inclusive text, but a broad overview designed to encourage you to find out more and attend your own Town Meeting. If you have any questions regarding the specific procedures employed by your town, please contact your Town Clerk or Town Meeting Moderator.

TOWN MEETING BASICS

What is a Town Meeting?

A Town Meeting is both an event and an entity. As an event, it is a gathering of a town's eligible voters, and is referred to as "the Town Meeting." As an entity, it is the legislative body for towns in Massachusetts, and is referred to simply as "Town Meeting." So you may say, "I went to the Town Meeting. Town Meeting approved the budget."

Do cities have Town Meetings?

No. A city's legislative body is called a city council or a board of aldermen. Citizens do not govern a city directly.

What's the difference between cities and towns? Size?

Municipalities decide whether to have a city or town form of government. Size is one factor in the decision. Towns with less than 12,000 inhabitants cannot adopt a city form of government.

Do all towns have Town Meetings?

Most but not all towns have Town Meetings. A few towns are governed by town councils. In sum, no cities have Town Meetings and most towns do have Town Meetings.

What does Town Meeting decide?

Town Meeting decides three major things:

- It sets the salaries for the elected officials.
- It votes to appropriate money to run the town.
- It votes on the town's local statutes, which are called by-laws.

OPEN TOWN MEETINGS AND REPRESENTATIVE TOWN MEETINGS

What's an open Town Meeting?

An open Town Meeting means that all of the town's voters may vote on all matters.

What's a representative Town Meeting?

In a representative Town Meeting, also called a limited Town Meeting, all of the town's voters may vote for what are called Town Meeting Members. After the voters elect the Town Meeting Members, the Town Meeting Members conduct and vote on the rest of the Town Meeting's business.

Other than who may vote, do open Town Meetings basically operate the same way as representative Town Meetings?

Yes.

How many Town Meeting Members does a representative Town Meeting have?

Apportionment of a precinct is based on Massachusetts General Law, town charter or a special act. The total elected representative Town Meeting membership can be as few as 45 or as many as 240. The actual number of the membership is calculated in approximate proportion to the number of inhabitants in each precinct to the total number of inhabitants in the town.

How is it determined whether a town has an open Town Meeting or a representative Town Meeting?

Towns with fewer than 6,000 inhabitants must have an open Town Meeting. Towns with more than 6,000 inhabitants may adopt either form of Town Meeting at their discretion.

How are Town Meeting Members elected?

Town Meeting members are elected within precincts by ballot at the Annual Town Election.

One-third of the Town Meeting Members are elected for 3 years, one-third is elected for 2 years and one-third is elected for 1 year at first election after adopting a representative Town Meeting or re-districting. Thereafter each member is elected for a 3 year term.

Are Town Meeting Members elected by party?

No, Town Meeting Members are not elected by party. Elections are nonpartisan. The party affiliation of a candidate for Town Meeting Member does not appear on the ballot distributed at the Town Meeting.

How do I run for Town Meeting Member?

Most towns hold general elections. Voters go to their usual polling places and vote for Town Meeting Members.

If you are interested in running, you need to circulate nomination papers before the Town Meeting. Consult your town clerk for more details. You cannot show up at the Town Meeting and decide then and there to run for Town Meeting Member.

What's a moderator?

Generally, a moderator's job is to run the Town Meeting. Specifically, the moderator declares the outcome of all voice votes. Some towns have detailed by-laws governing Town Meeting procedure. Other towns leave a lot of discretion to the moderator.

Moderators are usually elected at the Town Election at which voters go to their regular polling places. The term of office is one or three years. When the elected moderator is absent, a temporary moderator may be elected at the Town Meeting.

What's a selectman or selectwoman?

Selectmen are a town's executive officers. Voters elect them to the Board of Selectmen, which usually has three or five members. Selectmen are authorized to call a Town Meeting provided that they have posted a warrant. In small towns, the Board of Selectmen runs the town and supervises town workers. In larger towns, the Board of Selectmen picks and supervises a per-

son, who, in turn, runs the town and supervises town workers. Depending on the town, that person has various authority, duties, and title. That person is known as the town manager, town administrator, executive secretary, or administrative secretary.

What does the town clerk do?

At the Town Meeting, the clerk records all votes and takes minutes. Town clerks are elected or appointed. In the event of all of the selectman/selectwomen resigning, the town clerk is authorized to call a town meeting.

What is a town counsel?

The town counsel is a lawyer who either works for the town as an employee, or is a private lawyer who counts the town among his or her clients. The town counsel often prepares the warrant (the Town Meeting's agenda). During the Town Meeting, the town counsel answers legal questions that come up. He or she is appointed by the selectmen.

What are ex officio members?

Ex officio (pronounced "o-fish-ee-o") members of a representative Town Meeting are granted membership because of the office they hold. For example, a town's by-laws might state that selectmen are ex officio members of the Town Meeting. That means that selectmen do not have to run for election as Town Meeting Members; they are already members because they have been elected to the office of selectmen.

What's a select committee?

A select committee is assigned to investigate and report back to the Town Meeting on a certain subject, or to undertake a certain substantive task. The moderator frequently appoints its chairperson and members. Select committees are also called special committees.

What's a standing committee?

A standing committee is a permanent committee. A town might have standing committees for the following areas: public works, planning and zoning, recreation, and personnel. The most important standing committee is the finance committee.

What does the finance committee do?

The finance committee prepares the budget in the months before the annual Town Meeting starts. It also prepares financial articles (which are agenda items). Its recommendations are advisory. In some towns, the committee is known as the warrant committee or the advisory committee.

Depending on a town's by-laws, members of the finance committee are appointed by the selectmen or moderator, or elected by voters or the Town Meeting. In many towns, the finance committee's report is distributed to all residences.

ANNUAL AND SPECIAL TOWN MEETINGS

What's the difference between annual and special meetings?

Each town must hold an annual Town Meeting. Additional Town Meetings are called special meetings. They may be called as many times during the year as necessary.

When are Town Meetings?

Annual Town Meetings, unless otherwise provided by special law or charter, must be held in February, March, April or May. The Board of Selectman may delay the annual meeting, but it must be completed by June 30th.

What does it mean when a Town Meeting is divided into an election and a business meeting?

Most towns elect officers on one day, and begin conducting other business on a later day. Many towns wait a week or more between the election of officers and the business meeting. A few towns may elect officers as early as November of one year, and conduct the business meeting in the next year. The Town Meeting and Town Election may be called on the same warrant, but are separate events. In the past Town Meetings and Town Elections took place on the same day as a single event, but that is not the case today.

What does it mean that some towns have two business meetings?

A town may divide its business meeting into two meetings. Towns that do so hold one business meeting at the beginning of the year. The focus is primarily on the budget, finances, and taxes. The second business meeting is held in the fall. It is still part of the annual Town Meeting. The focus is on zoning, planning and by-laws.

In sum....

November: Some towns hold elections.

January, February, March, April, May, June: Some towns that held elections in November and December hold business meetings. Some towns hold both elections and business meetings.

Fall: Some towns hold second business meetings.

How do I find out when the annual meeting will take place?

Watch your local newspaper. Signs are posted around some towns. In some towns, every citizen is notified at home. Check your town's website, if it has one. And you may always call town hall, ask for the clerk's office, and ask when the annual meeting will take place.

How do I find out about special meetings?

Special meetings, by their very nature, are not held at the same time every year. Watch your local newspaper and watch for signs posted around some towns. Some towns will notify you at home. The towns with websites usually announce special meetings on-line.

Who calls special Town Meetings?

Generally, the selectmen call special Town Meetings.

May voters call a special Town Meeting?

Yes, voters may call a special Town Meeting. Two hundred registered voters or 20% of the total number of registered voters, whichever is less in number, may request a special Town Meeting. The special Town Meeting must be held no later than 45 days after the Board of Selectmen receive the request.

What's the procedure for voters calling a special Town Meeting?

The requisite number of voters must sign a written request for a special Town Meeting. The format of the written request is flexible. Voters should include their addresses after their signatures.

Voters deliver the written request to the Board of Selectmen. The Board of Selectmen must then call a special meeting within 45 days.

May a special Town Meeting be called for more than one reason?

Yes, a special Town Meeting may be called for more than one reason. For example, a special Town Meeting could be called to consider amending the zoning code and buying a new fire truck.

THE WARRANT

What's a warrant?

The warrant lists a meeting's time, place, and agenda. A warrant is also known as a warning. A Town Meeting's action is not valid unless the subject was listed on the warrant.

When is the warrant available?

A warrant is available at least 7 days before an annual meeting, and at least 14 days before a special meeting.

How do I see the warrant?

It depends on your town and its by-laws. Warrants are posted in public places, published in the local newspaper, delivered to every residence, or a combination of all three. Towns with websites may publish their warrants on-line. If a town's by-laws do not specify the manner in which a warrant can be posted, the town must vote or the Attorney General must approve the manner in which the warrant is posted.

Who makes up the warrant?

The selectmen, who "issue" it.

What are articles?

Articles are items on the warrant. Appropriations for each town function or department may be in separate articles. Or one article on the warrant may propose appropriations for all necessary town expenses.

May voters place articles on the warrant?

Yes, voters may "insert" articles in the warrant. They have to do it before selectmen "close" the warrant.

To insert an article in the warrant for an annual Town Meeting, at least 10 registered voters of the town must sign a written request. The written request of registered voters for the insertion of subjects in town meeting warrants shall not be valid unless the required number of registered voters not only sign their names but also state their residence, with street and number, if any. Voters do not have to include their addresses after their signatures, but it is a good idea.

If you want a sample of an article to use to draft your article, go to town hall and ask for a copy of the annual report, or check if your town has a website and publishes the annual report there. The annual report will have warrants from the previous year's Town Meeting, which you can use as samples. For further assistance, contact the town clerk or town counsel.

Citizens may insert an article in the warrant for a special Town Meeting. Selectmen shall insert in the warrant for every special town meeting all subjects which shall be requested by 100 registered voters or 10% of the total number of voters, whichever is lesser.

HOW TOWN MEETINGS OPERATE

What is the quorum for a Town Meeting?

In an open Town Meeting, the minimum number of voters who may conduct business is established by the individual town's by-laws. The quorum in some towns is zero; if only a single citizen appears, the Town Meeting may start and conduct business.

In a representative Town Meeting, a majority of the Town Meeting Members may conduct business.

Who may attend?

Any member of the public may attend a Town Meeting.

Who may speak?

All of a town's registered voters may speak in an open or representative Town Meeting. In a representative Town Meeting, a registered voter who is not a town meeting member has a right to speak subject to conditions prescribed by the meeting.

Non-voters may speak at the discretion of the moderator or Town Meeting.

Who may vote?

In an open Town Meeting, the town's voters may vote.

In a representative Town Meeting only Town Meeting Members may vote on business matters.

Is the warrant the agenda?

Yes, the warrant generally states the things to be voted on, but the moderator may interpret the articles liberally.

Usually, the Town Meeting considers the warrant's articles in order. However, the moderator or Town Meeting itself may change the order. Some towns decide the order of warrants by lottery.

How do I know which article the Town Meeting is considering?

The moderator summarizes each article or reads it entirely before starting debate.

How is the budget considered?

The selectmen or appointed budget committee must print and distribute information regarding appropriations at or before the annual Town Meeting. Different towns handle the budget article differently. Towns have three general ways:

First: The moderator: reads a budget item; calls for a recommendation from the finance committee on that item; calls for debate on that item; and calls for a vote on that item. Then the moderator does the same with the next budget item.

Second: The moderator reads each budget item, but doesn't stop for debate. If a voter wants to debate an item, he or she calls out, "Hold!", or a similar word, depending on the Town Meeting. The moderator will "lay aside" that item, and get back to it later. After reading all budget items, the moderator calls for a vote on all items that were not laid aside. Then the moderator takes up budget items that were laid aside. The moderator calls for debate, possible amendments, and a vote on each item.

Third: The moderator summarizes the budget article. The chairman of the finance committee moves that the Town Meeting appropriate the money recommended in the finance committee's report. Then the moderator entertains motions to amend the budget article. When the Town Meeting has voted on all amendments, the Town Meeting votes on the finance chairman's motion as originally presented or amended.

PARTICIPATING IN TOWN MEETINGS

How do I vote?

Voters in open Town Meeting vote by various methods.

Voice vote. Many Town Meeting votes are by voice. The moderator asks that all in favor (everyone voting "yes") say, "Yea" (which is pronounced "yay"). Then the moderator asks that all opposed (everyone voting "no") say, "Nay." The moderator listens and decides which side prevailed. Voters who are unfamiliar with the difference between "yea" and "nay" may find this reminder useful: "Yea" and "yes" both start with "y." "Nay" and "no" both start with "n."

Show of hands. The moderator asks that all in favor raise their hands. Then the moderator asks that all opposed raise their hands. The moderator looks at the number of hands in general and decides which side prevailed. Or hands are counted.

Roll call. Voters are called by name and answer "Yea" or "Nay."

Standing vote or rising vote. All in favor are asked to stand or rise. They are counted. Next, all voters who are opposed are asked to stand. They are counted. This form of vote is also known as dividing the meeting.

Secret ballots. When voters vote by secret ballot is determined by a town's by-laws. In some towns, the moderator can call for a secret ballot. In some towns, if a certain number of voters request it, a vote will be by secret ballot. In other towns, a vote will be by secret ballot if 25 % percent of the voters present and voting ask for it.

Does a representative Town Meeting use the same methods of voting?

Yes, a representative Town Meeting does use the same methods of voting. However, a representative Town Meeting can take a vote by secret ballot only if 2/3 of the Town Meeting Members present and voting approve it.

Are there votes that cannot be taken by voice?

Yes, there are votes that cannot be taken by voice. Suppose that a town's by-laws require that 2/3 of the voters, not a simple majority, vote to approve the budget for it to pass. Unless the voice vote is unanimous in favor of the budget, the moderator will find it hard to determine if more than 2/3 of the voters said "yea." A vote requiring a super-majority (more than a simple majority) is usually decided by a vote other than voice vote.

What if I think that the moderator did not decide correctly a voice vote or an informal show of hands?

Stand immediately and say one of the following: "I doubt it," "I doubt the vote," or "I question it." If at least six other voters stand with you, the moderator must count votes more formally. The moderator must then verify the vote by polling the voters or by dividing the meeting or by the method provided for by the municipal by-laws.

How do I speak in debate?

If you wish to speak, stand up and wait for the moderator to acknowledge you. When the moderator acknowledges you, state your name, your precinct if you know it, and your address.

Speak about the topic being discussed. Don't speak about a previous topic (unless there is a motion to rescind or reconsider).

Make your comments to the moderator, not to the Town Meeting or individual Town Meeting Members.

For example, do not say, "I have something to say to the Town Meeting," or "Mr. Smith, you said something as a Town Meeting Member that I want to respond to." Instead, say something like, "Mr. Moderator, these are my thoughts on this article."

You may attack a previous speaker's argument, but do not attack a previous speaker. For example, do not say, "The previous speaker is dead wrong." Instead, say something like, "I disagree with the argument we just heard."

Try to avoid referring to previous speakers by name. For example, try not to say, "I agree with Mr. Jones' argument." Instead, say something like, "I agree with the argument that we can afford this budget item."

Since you make your comments to the moderator, you may not directly debate or ask questions of a previous speaker. For example, do not say, "Mr. Johnson, you say that we should make another exception to the zoning law. I'm asking you: When do we draw the line and stop making exceptions?"

Instead, say something like, "Mr. Moderator, we have heard the argument that we should make just one more exception to the zoning law. But I say it's time to stop making exceptions."

PROCEDURE AND MOTIONS

Do I need to know “parliamentary” procedure to attend a Town Meeting?

No, you do not need to know “parliamentary” procedure to attend a Town Meeting. The moderator will take care of it.

Are Town Meetings run according to Roberts’ Rules of Order?

Some are; some are not. Please consult your town clerk.

Does the majority always rule?

No, the majority does not always rule. Sometimes a super-majority (more than a simple majority) is needed for votes on some specific issues. For example, authorizing selectmen to purchase or take land by eminent domain requires a 2/3 vote.

Are a town’s by-laws the final word on how the Town Meeting runs?

No, by-laws may be suspended in some circumstances. A town’s by-laws themselves explain how to suspend them. It might require a 2/3 vote or a unanimous vote to suspend a provision in the by-laws.

Are the moderator’s rulings final?

In some areas, yes, the moderator’s rulings are final. In other areas, it is unclear whether a moderator’s ruling can be appealed. It depends on the practice of the moderator and Town Meeting. In Town Meetings where a moderator’s rulings are appealed, here is the usual procedure.

A voter or Town Meeting Member makes a point of order. The moderator rules on the point of order. A voter or Town Meeting Member then says, “I appeal from the ruling of the moderator / chair.” Someone else seconds the appeal. The moderator then announces a vote on the question, “Should the decision of the moderator be reversed?”

What do the following terms mean?

The term...

means...

dismiss an article to defeat it

postpone an article indefinitely to defeat it

take no action on an article to defeat it

lay the question on the table to kill or postpone (depending on the town) a measure

table the question to kill or postpone (depending on the town) a measure

move the previous question to cut off debate and vote on the issue at hand

What does a motion to take from the table mean?

Tabling a motion or laying a question on the table generally means to kill it, but it does not mean to kill it finally. To take an issue from the table means to consider an issue that the Town Meeting previously tabled.

If I’m not familiar with making motions, how do I make one?

Rather than make a motion that may require the moderator to untangle and decode it, stand up and ask the moderator from the floor how to make a motion to achieve what you want to do.

How do I call for a vote?

Move the previous question, which means to call for a vote. Under the by-laws of many towns, you must make certain motions, such as those involving money, in writing.

What's the difference between reconsideration and rescission?

A vote to reconsider a previous vote temporarily postpones final action on that vote. A vote to rescind a previous vote cancels it.

What's the difference among adjourning, recessing, and dissolving?

Dissolving the Town Meeting means that it is over until the next Town Meeting, which must be called by a new warrant. If the Town Meeting has not dissolved, but is taking a break, and will resume on the same day, it has **recessed**.

“Adjourning” is an imprecise word. It is sometimes used to mean “dissolving”; sometimes “recessing”; and sometimes that one day of the Town Meeting has ended, and that the Town Meeting will resume on a later day.

What does it mean to adjourn without day?

Adjourning without day means that the Town Meeting has dissolved. Adjourning without day is also called adjourning sine day (pronounced “si-nee day” or “si-nee die”). In other words, the Town Meeting has adjourned without setting another day to reconvene. A new warrant is needed to reconvene.

AFTER THE REPRESENTATIVE TOWN MEETING DISSOLVES

Do I have control over the votes of Town Meeting Members?

Generally, yes. In some towns, the votes of representative Town Meetings do not take effect until a certain number of days after the Town Meeting expires. In other towns, only votes on certain subjects do not take effect immediately.

In all towns, votes on the following subjects do not take effect for seven days, not counting Sundays and holidays: special appropriations of \$20,000 or more; establishing, abolishing, or merging town boards or offices; establishing a term of office for town officers; changing the number of a town board's members; adopting a new by-law and amending an existing by-law.

To try to overturn decisions described in the previous paragraph, voters may circulate petitions within seven days after Town Meeting dissolved. The petition must be signed by at least 3% of the town's voters, with their names and addresses. The petition must be filed with the selectmen.

To try to overturn other decisions by a representative Town Meeting, voters should check their respective towns' by-laws yes or no. No action of a representative town meeting can be reversed unless at least 20% of the registered voters vote to do such.

Petitions to overturn representative Town Meeting decisions go to the Board of Selectmen. The Selectmen then schedule an election at which the following question appears on the ballot: “Should the town vote to approve the action of the representative Town Meeting whereby it was voted [brief description of the vote]?” Voters go to the polls and vote yes or no.

For more details, look at your town's by-laws.

Where do I find the statutes governing Town Meetings?

Go to your local library. Ask to see the Massachusetts General Laws, chapters 39 and 43A. Parts of other chapters apply to Town Meetings, but chapters 39 and 43A are the major ones. Check with your town clerk if your Town Meeting is governed by special act or town charter.

Where do I get my town's by-laws?

Call your town hall and ask the clerk's office. When you ask for the by-laws, also ask if the Massachusetts Legislature has passed any law that applies specifically to your town or if your town has accepted any specific Massachusetts General Laws.

Where do I get my town's charter?

Ask the clerk's office or check your town's website.

Can I see a video of a previous Town Meeting?

Some towns videotape their Town Meetings. If you want to get a sense of a Town Meeting before you attend, find out if a videotape exists. Contact the town clerk's office, your local library, or your local cable television company.

Is there anything else I should get?

Some towns publish policies or guidelines, similar to this primer, in print or on-line. In some towns, it is part of the warrant or of the finance committee's report. In other towns, the local newspaper publishes such a primer as a newspaper article. In still other towns, the local League of Women Voters publishes a primer.

Should I check my town's website?

Yes! Your town's website might contain the warrant, minutes of past meetings, notices of special meetings, and a primer, such as this one.

To find if your town has a website, call your town clerk, or log on to www.state.ma.us/cc

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Kenneth Bresler is a lawyer who lives in Newton, Massachusetts. He wrote Citizen's Guide to Drafting Legislation, which the Secretary of the Commonwealth also publishes.



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updated 3/9/08

Preliminary Outline #3 for 2023 Annual Town Meeting Warrant

For 11/16/22 SB review

As of 11/11/22

NOTE: Numbering & Order is NOT FINAL

Annual Articles

1. Receipt of Reports
2. Appropriation: Unpaid Bills
3. Appropriation: Prior Year Articles
4. Revolving Accounts: Annual Authorization (NOTE: change "Public Works Housing" to "Sewer"; add "Town Housing")
5. Appropriation: Reserve Fund
6. FY 2023 General Fund Budget Transfers
7. Personnel Compensation Plans for FY 2024 (NOTE: review seasonal salary schedules; call firefighter)
8. Appropriation: FY 2024 General Fund Operating Budget
9. Appropriation: Health & Human Services
10. Appropriation: General Fund Capital Expenditures
11. Appropriation: FY 2024 Enterprise Funds Operations (ADD: Storm Water Enterprise Fund)
12. Appropriation: Enterprise Funds Capital Expenditures
13. FY 2023 Enterprise Funds Budget Transfers
14. Appropriation: Waterways Improvement Fund
15. Appropriation: Ferry Embarkation Fee
16. Appropriation: Ambulance Reserve Fund
17. Appropriation: County Assessment
18. Appropriation: Finalizing FY 2024 County Budget
19. Rescind Unused Borrowing Authority (if needed)
20. Appropriation: OPEB Trust Fund
21. Appropriation: Free Cash
22. Appropriation: Stabilization Fund
23. Appropriation: CPC (will be Town-sponsored)

Other Select Board Sponsored Articles

NOTE: most of these were reviewed/discussed by SB and/or Town Administration since the 2022 ATM

ZONING* BYLAW & GENERAL BYLAW AMENDMENTS

*Board discussion occurred in January 2018 regarding a request/directive that all zoning articles must be accompanied by a narrative explanation as to why the item is being put forward, along with any operational or financial impacts

Zoning Bylaws

See attached from Planning (includes Zoning and other) NOTE: HDC advisory committees TBD

- Short-term Rental Zoning TBD

General Bylaws

- Micro mobility devices on multi-use paths (NOTE: there is a potential citizen article to restrict/limit these; and, the attached is to allow them but regulate them) (also attached is the current bylaw); need Town Counsel to prepare article for bylaw amendment and/or HRP? OR, are we waiting on BPAC for a recommendation(s)

- ~~Paid parking (see vote on Article 66 of 2020 ATM — attached) (NOTE: at 9/28/22 SB meeting this topic came up and it was generally determined to get a Parking Commission in place before proceeding further with this at this time) (Yes?) (“Yes” per SB 10/12/22)~~
- **Short-term Rental General Bylaw TBD**
- Display of Merchandise & Wares (c. 97) – under review (*issue with display of items in certain locations*)
- Street Musician volume (c. 105) – under review (*limit amplification*)

HOME RULE PETITIONS

Resubmittal of Pending HRP's from prior ATMs (if these have not been acted upon by the Legislature)

- Community Housing Bank (Article 76/2022 ATM; Article 79/2019 ATM; Article 70/2018 ATM; Article 88/2017 ATM; Article 82/2016 ATM)
- Sewer Act Amendment (Article 77/2022 ATM)
- Gov't Study Committee Recommendations (Article 78/2022 ATM)
- Fertilizer Ban (Article 79/2022 ATM) **NOTE: AMEND? Needs review with Town Counsel**
- Real Estate Conveyances x 2 (1 - Article 94/2022 ATM: 50 Altar Rock Rd to NCF; 2 – Article 95/2022 ATM: Portion of Ames Ave)
- Special Act/HRP for 5-year terms for SB (Per 10/12/22 SB discussion) OR hold for re-established Govt Study? **Per 10/26/22 SB meeting – proceed to prepare for 5-year terms**

New

TBD

MGL ACCEPTANCES

- Town Clerk – MGL c 41, s 110A (*re: Voter Registration deadline*)

REAL ESTATE RELATED

- Potential long-term lease authorization for landfill operator
- Dartmouth Lane (near Delaney Rd) taking (need further info)
- Baxter Road – potential takings/conveyances – TBD
- Easement to NGrid for new Surfside Rd sewer pump station
- Easement to Land Bank at E Creek Rd (boardwalk project; handicap parking)
- Transfer parcels to Land Bank: 6 Goose Pond Ln (related to Consue Springs projects); Spruce Street (bike/pedestrian connection from 19 E Creek to Spruce to Consue); **Francis Street – under review**

OTHER

- Amend description in Article 16 of 2018 ATM (Appropriation: Public Works Facility Improvements – Design) to allow for design at other location(s)
- Update Financial Assurance Mechanism (Landfill Closure)
- Renew Septic Loan Fund Authorization for Add'l \$2m

BALLOT QUESTIONS

- possible debt exclusion(s) and/or capital exclusion(s) for capital projects; real estate
- override for Solid Waste

CITIZEN ARTICLES

Submittal deadline Mon, November 14

PRELIMINARY DRAFT

Planning Board/PLUS Article Concepts for 2023 ATM (09/23/22)

RC-2 Phase Out Articles

- Remaining Nobadeer Farm Road parcels (a portion of)
- 86A Old South Road to CTEC
- West side of Arrohead Drive to CTEC or CI
- Egan Lane Parcels to CTEC and R-10?
- Nobska Way to R-5
- Salros to CTEC or R-5
- 95 Miacomet Avenue to LUG-2

RC Phase Out Articles

- 103 Washington Street to CN
- 77 Washington to ROH

Other Map Change Articles

- TBD

Technical Amendment to the Zoning Map

- Split lot clean up

Zoning Bylaw Amendments

- Technical Amendments – all in a single article TBD
 - Adjust language in 30A
 - Correct process in 13E
 - Correct reference in 26A
 - Delete 37
- Short term rentals (may include multiple articles)
- Transient Residential Facilities (may include multiple articles)

Other Bylaw Amendments

- Chapter 124: Signs; Satellite Dishes; Rooflines

Real Estate

- Paper Street Acquisition/Disposition TBD
- Home Rule Petition TBD