

**TOWN OF HOLLISTON
Governance Committee
Meeting Minutes**

Date: Wednesday, December 7, 2022

Time: 6:00 p.m.

Place: Virtual

Attending: As indicated by roll call: Hayley Fetrow, Sue Nersessian and Sam Tyler were present. Len Engel joined the meeting at 6:05 p.m.

Mr. Tyler called the meeting to order at 6:02 p.m.

Opening Statement

Mr. Tyler read the state required opening statement for virtual public meetings.

Minutes

Ms. Nersessian moved, Ms. Fetrow seconded and it was voted by roll call to approve the minutes of the November 10, 2022 meeting:

	AYE	NAY	ABSTAIN	ABSENT
Mr. Engel				X
Ms. Fetrow	X			
Ms. Nersessian	X			
Mr. Tyler	X			

Next Meeting

The next meeting was tentatively scheduled for 6:00 p.m. on Thursday, January 5, 2023.

Select Board Charge

Mr. Tyler read the vote taken by the Select Board on November 21 as follows: "To request a report of the Governance Committee, detailing the Committee's findings from comparative data analysis, interviews of internal and external stakeholders, and other professional sources, to be provided to the Select Board for discussion and posting to the website in January 2023." He volunteered to prepare a first draft report for review. Ms. Fetrow said she wanted to clarify in response to a message from a resident that the Committee has not yet made a recommendation on the size of the Select Board. Ms. Nersessian said that there is an expectation coming out of the recent fall town meeting that the Committee will make a presentation on Select Board size at the next town meeting. Mr. Tyler said the Committee has committed to making a presentation on this issue at the spring town meeting. He said we need to get the rest of the surveys from former members of the Holliston Select Board and finish research looking at other towns. He suggested that this is homework the Committee could do before the next meeting.

Mr. Engel suggested that the first draft of the report could be in an outline form with reference to the information on the Committee's page of the Town web site. Ms. Nersessian suggested using hyperlinks in the report that connect to documents on the Town web site.

Ongoing Projects

Mr. Tyler said that we have not yet received survey results from Jay Leary, Jay Marsden, Henry Dellicker, Mark Ahronian and Carl Damigella. He said he would reach out to Mr. Ahronian and Mr. Dellicker. Ms. Fetrow said she would try to reach Mr. Damigella. Ms. Nersessian said she would continue to contact Jay Leary and Jay Marsden. She suggested that the Committee work with the responses it has received as of January 5.

Mr. Tyler said he would circulate a list of possible towns to contact. Ms. Nersessian said she would put together a list of possible questions to be asked when other towns are contacted.

Mr. Tyler said he has reached out to someone who expressed interest in serving on the Committee and is waiting to hear back.

Mr. Tyler noted that he circulated a draft proposed by-law that would create a By-Law Study Committee for the Committee to review. Ms. Nersessian said it appeared to address the points raised at the fall town meeting. She suggested that the draft be circulated at some point to interested committees and groups to get feedback before it is finalized.

Mr. Tyler suggested consideration of reviving the Capital Planning Committee proposal from 2021 and that the Committee continue to work toward proposals for the May town meeting.

Larger Projects

Mr. Tyler said he thought that the Committee's report to the Select Board in January should also reference the issues of upgrading the duties and responsibilities of the Town Administrator and the possibility of a charter. The Town Administrator and charter issues may require outside professional assistance.

Ms. Nersessian asked about the by-law changes for the Planning Board, Scenic Roads and the Town Moderator. Mr. Tyler suggested doing the By-Law Review Committee in May and then do the Planning Board, Scenic Roads and the Town Moderator next fall. Ms. Fetrow said if the By-Law Review Committee is adopted in May that committee could take up the Planning Board, Scenic Roads and Town Moderator by-law issues.

Mr. Engel said that the Committee currently has less than a year left in its initial term and the Committee should weigh in on the charter issue.

Ms. Nersessian suggested starting to push information out to the public in the next few months. She offered to contact the Town Administrator to find out about communication possibilities through his office.


Public Comment

There was none.

At 7:05 p.m. Ms. Nersessian moved, Mr. Engel seconded and it was voted by roll call to adjourn the meeting:

	AYE	NAY	ABSTAIN	ABSENT
Mr. Engel	X			
Ms. Fetrow	X			
Ms. Nersessian	X			
Mr. Tyler	X			

Respectfully submitted,



Paul D. LeBeau

Date Approved by the Committee: JANUARY 5, 2023