**TOWN OF HARWICH**

**By-Laws/Charter Review Committee**

**MEETING MINUTES**

**Town Hall Library**

**Tuesday, August 10, 2021 @ 5:30 pm**

**In attendance**: Anita Doucette, Raymond Gottwald, Deborah Sementa, Carol Thayer. Board of Selectmen liaison Donald Howell.

1. **Call to Order**

The meeting was called to order @ 5:30 pm. Election of officers were held, and the committee members voted on the following officer positions:

Sandra Hall – Chair

Carol Thayer – Vice Chair

Deborah Sementa – Recording Secretary

1. **Approval of Minutes**

This was the first meeting of this committee; therefore, no minutes were available for approval.

1. **Old Business**

Nothing to report.

1. **New Business**

Meeting dates were discussed, and it was agreed for now to meet the second Tuesday of each month at 5:00pm in the Town Hall Library. Meetings will be held in person, unless required to be held remotely.

Chairman Sandy Hall requested committee members review By-Laws and note any issues found for discussion at the next meeting. The committee should also be provided a list of current town committees and consolidate overlaps, if needed.

A motion was made by Ray Gottwald to invite Town Manager Joseph Powers to our next meeting; seconded by Anita Doucette. Motion approved.

1. **Adjournment**

Meeting adjourned at 6:18 pm

Respectfully submitted,

Deborah A. Sementa

Recording Secretary