**TOWN OF HARWICH**

**By-Laws/Charter Review Committee**

**MEETING MINUTES**

**Town Hall Library**

**Thursday, December 5, 2017 @ 6:30 pm**

In attendance: Committee Members Joe Powers, Sandra Hall, Anita Doucette, and Deborah Sementa; Absent: Katie O’Sullivan. Audience members: Linda Cebula, Bob McCready; Invited Guest: Dana DeCosta

**1.Call to Order**

Chairman Joe Powers called the meeting to order @ 6:35 pm.

**2. Approval of Minutes**

Minutes from the November 2, 2017 meetings were approved.

**3. Reports**

Nothing to Report.

**4. Old Business**

**A. Planning for 2018 Annual Town Meeting**

**a. Bylaw/Charter Review Committee member input:** At the last meeting, there was discussion regarding the directive and responsibilities of the Bylaw/Charter Review Committee and the Committee’s role in drafting a Water/Wastewater Policy as requested by the Board of Selectman (BOS). Selectman Don Howell stated he will report the Committee’s concerns to the BOS and report back to this Committee.

 **b. Discussion of Capital Outlay Plan with invited guest (s):** Dana DeCosta, representing himself as a citizen and not as a member of the Finance Committee, presented the current Capital Outlay Plan and there was discussion on presenting the Plan at Town Meeting. The Bylaw/Charter Review Committee will review and present recommendations on how the Plan could be presented.

Discussion also included the issue of overlapping text between Chapter 164 § 1and Chapter 241 (Secondhand Dealers and Collectors). The Bylaws/Charter Review Committee will review the language and make recommendations to correct this issue.

 **c. Ex-Officio Positions:** No action taken.

**5. New Business**

1. **Bylaw Change for CPC-Affordable Housing Trust Fund:** Discussion ensued - no action taken.

**6. Upcoming Meeting Schedule.**

The next meeting is scheduled for Tuesday, December 19, 2017 @ 6:30pm.

**7.Adjournment**

Meeting adjourned at 8:12pm.

Respectfully submitted,

Deborah Sementa

Acting Recording Secretary