**TOWN OF HARWICH**

**By-Laws/Charter Review Committee**

**MEETING MINUTES**

**Town Hall Library**

**Tuesday, October 10, 2017 @ 6:30 pm**

In attendance: Committee Members Joe Powers, Sandra Hall, Anita Doucette, Katie O’Sullivan, and Deborah Sementa

**1.Call to Order**

Chairman Joe Powers called the meeting to order @ 6:34 pm.

**2. Approval of Minutes**

Approval tabled until next meeting.

**3.Reports**

None

**4.Old Business**

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

**a. Bylaw/Charter Review Committee member input:** Discussion ensued about proposing Charter Compliance Committee similar to those in other Cape Cod towns, like Provincetown. Chairman Joe Powers to gather additional information. Sandra Hall to revise proposal.

**5.New Business**

1. **Bylaw Change for CPC**: Moved and seconded to draft amendment to bylaws specifying the Board of Selectmen will appoint 3 members of the CPC and removing the member appointment from the Housing Committee. Unanimous approval. Chairman Joe Powers to draft language.
2. **Capital Outlay Plan**: Discussion ensued regarding what constitutes capital outlay, and what needs to be included in COP. No action taken.

**6. Upcoming Meeting Schedule.**

The next meeting is scheduled for Thursday, November 2, 2017.

**7.Adjournment**

Meeting adjourned at 7:54 pm.

Respectfully submitted,

Katie O’Sullivan

Recording Secretary