

- c. Correspondence from Richard Parmelee supporting elected Town Clerk, Tax Collector, and Treasurer. Supports Fire Company Trustees and Library Trustees. Town investment should be handled by the Treasurer. Compensation Review should remain. Not in favor of adding selectmen, personnel should be working during standard hours of 8:30-4:30

5. Commission Work Session

a. Registrar of Voters

i. **Proposed Language**

- ii. The Town shall have Registrars of Voters as required by the General Statutes. The election, term, qualifications, powers, duties, and filling of vacancies for the office of Registrar of Voters shall be governed by the General Statutes, as amended from time to time. Compensation for the Registrars of Voters shall be established through the annual municipal budget process or as otherwise provided by ordinance.
- iii. Noted that 2006 charter did not have specific section on the Registrars of Voters. Discussed adding reference to statute, but legislation has recently changed rapidly. Adding in specific statutory powers and duties could make that section obsolete when laws change
- iv. **MOTION BY CHRISTIAN GOdBOUT, SECONDED BY AL DIVINCENTIS TO APPROVE REGISTRAR OF VOTERS SECTION AS PROPOSED. ALL AYE, MOTION PASSED**

b. Section 5.3.2 Board of Assessment Appeals

- i. Assessor suggested provision to deputize additional assessment appeals hearing persons. It was noted that the position is elected and members must be trained
- ii. Section 2.1.3 lists term as 6 years, 5.3.2 has term as 4 years. Changed 6 year term to 4 year term based on statute

c. Section 5.1.8

- i. Changed from "laying taxes" to "setting the tax rate"

d. Section 6.16 Compensation Review Personnel Policy Board

- i. Discussed need for compensation review and potential option of using an HR consultant. Noted that other towns do not give a citizens committee jurisdiction over personnel or hiring. Suggested keeping language which allows the Board of Selectmen to create an ad hoc committee

e. Town Administrator

- i. Discussed input from public comment, noted that position would only be filled if there was budget for salary. Commission generally agreed that putting the town administrator question to referendum would give residents the opportunity to decide. Laura Francis noted that the addition of a town administrator does not change the form of government

f. Chapter 4

- i. Section 4.2 Procedure: Briefly discussed language which states that the Board of Selectmen is the appointing authority unless otherwise provided by statute, ordinance or by board.

- ii. Matt Lafayette suggested removing section 4.9 as it is duplicative of section 4.8

- g. Chapter 5 Finance and Taxation
 - i. Laura Francis briefly noted addition of clarifying language
 - ii. Section 5.1.9 Special Appropriations
 - 1. Noted recommendation to change threshold for special appropriation from \$20,000 to \$40,000. Proposed to resolve issue in town where special appropriation may only be made once per year per department. Town is dealing with expired bids, problems that are left until the end of the year, and missed opportunities
 - iii. Restored treasurer position
 - iv. Discussed appointing authority for Finance Director

- h. Chapter 6
 - i. Added "Agencies" to title
 - ii. Discussed whether to add that the town "shall" or "may" join a Regional Council of Governments
 - iii. **MOTION BY LAURA FRANCIS, SECONDED BY AL DIVINCENTIS TO REMOVE THE FINAL SENTENCE UNDER ZONING ENFORCEMENT OFFICER WHICH READS "DAY-TO-DAY SUPERVISION SHALL BE IN ACCORDANCE WITH THE TOWN'S ADMINISTRATIVE STRUCTURE." ALL AYE, MOTION PASSED**

 - iv. **Fire Company Trustees**
 - 1. Discussed appointing authority with consideration that members are appointed from the Fire Department. Added language which states that "the Durham Volunteer Fire Company shall fill such vacancy forthwith in accordance with their rules."
 - 2. **MOTION BY LAURA FRANCIS, SECONDED BY MARTIN ANDERSON TO APPROVE SECTION FIRE TRUSTEES AS AMENDED. ALL AYE, MOTION PASSED**
 - a. Clarified that this change requires the Board of Selectmen call a Special Town Meeting to fill a vacancy of non fire department members. In the event that there is a vacancy for a fire department member, the Durham Volunteer Fire Company Inc shall fill such vacancy in accordance with their rules

 - v. Fire Department, Fire Marshall, and Animal control officer sections all moved to Public Safety

 - vi. **Building Code Board of Appeals**
 - 1. Added language to allow the Town to participate in a joint or regional Building Code Board of Appeals.

 - vii. **Agriculture Commission**
 - 1. Laura Francis suggested that the Board of Selectmen make the determination for which boards and commissions should be codified

 - viii. **Amendment and Periodic Review of the Charter**

1. Noted resistance from public on proposed review every 10 years. It was suggested that the Board of Selectmen make that determination

ix. **7.3.1 Removal of Appointed Officials**

1. Added “agency” as a type of entity

x. **7.3.2 Salary or Compensation**

1. Discussed removing section as salary or compensation is usually a personnel policy rather than a charter issue
2. **MOTION BY MARTIN ANDERSON SECONDED BY AL DIVINCENTIS TO REMOVE SECTION 7.3.2. ALL AYE MOTION PASSED**

xi. **7.5 Effective Date**

1. Laura Francis suggested revising language which states the charter shall take effect upon its approval by the electors of Durham to include those who can vote using property rights. Matt Lafayette noted that the statute states electors only
2. Added language which states “The charter shall take effect upon its approval at a duly won public referendum and upon filing with the Secretary of State in accordance with the provisions of the general statute”
3. Noted transition provisions which state in the event that the town administrator provision is approved, then the current officials will finish their terms

xii. **Town Ownership and Control of Property**

1. Added “unless otherwise provided by the general statutes, this charter, or ordinance” and removed named boards and commissions
2. Discussed gifts and donations and honoring of donors intent in the event that a gift is given with a restriction that conflicts with laws. Added language excepting gifts or donations with stipulations that would be against the law
 - a. “The town shall honor the intention of the grantor with respect to any legal gifts or donations to and accepted by the town, any board, or entity”

xiii. **Emergency Control of Public Facilities**

1. **MOTION BY LAURA FRANCIS SECONDED BY AL DIVINCENTIS TO REMOVE SECTION EMERGENCY CONTROL OF PUBLIC FACILITIES. ALL AYE, MOTION PASSED**

xiv. Removed section 10.9 Abolition of the Office of Town Treasurer

6. Next Meeting-TBD

- a. Cancelled June 24th meeting

7. Adjourn

MOTION BY MARTIN ANDERSON SECONDED BY SEVERAL TO ADJOURN. ALL AYE

Meeting adjourned at 8:37pm,
Respectfully submitted,
Nick Charest