



Government Study Committee

Date: Thursday, September 22, 2016, Ipswich Town Manager's Conference Room.

Attendees: Gary Champion, KelleyJane Kloub, Kevin Martin, Richard Nysten, Craig Saline, David Standley.

Observers and Participants: None

Meeting commenced at 7: 15 pm, with Craig Saline as chair and David Standley as secretary.

Citizen Queries: None

Introductions: None

Approval of Minutes: The draft minutes of 8/18/2016 as amended were approved by unanimous vote.

Membership: Mrs. Kloub, present albeit having earlier indicated her inability to attend, advised the Committee that the pressures of running her business, operating the family farm with her husband, attending to her myriad informal activities on behalf of the town, and fully participating in the work of the Government Study Committee have overtaxed her capacity and ability to properly meet those commitments, obligations and objectives. KelleyJane therefore feels compelled to cut back significantly to preserve and protect her well-being, and is considering, with great regret, resigning from this Committee. There was a unanimous, immediate, concerned, friendly and **negative** reaction from the members. Her dedication, significant contributions, her hard work, her links to so many segments of the community, and her perspective, have all been of great value to the Committee and Town and were emphasized, as were her willingness and ability to work cooperatively with the other members. We, as Mr. Nysten pointed out, are here in this iteration of the Government Study Committee because of her work successfully promoting the concept of creation of a "recall petition" process. Mrs. Kloub was urged to remain a participating member of the Committee (in part in recognition that there are currently four unfulfilled membership slots in the authorized strength of the Committee), while limiting her active involvement to the extent necessary and keeping the Chair informed as to her availability. KelleyJane accepted this resolution with thanks, and left the meeting.

Old Business: Handbook

The Chair noted the need to respond to comments by the Selectmen and particularly of Mr. Rauscher, and to consider the suggestions made by member Champion. His recommendation that he worked with Mr. Nysten to incorporate necessary changes in the draft and who thereafter consider that the work of the Government Study Committee on redrafting the Handbook for Town Boards, Commissions and Committees is complete, was accepted.

New Business: Town Committees

The memos of Martin and Standley on their assigned topics were discussed and accepted. Mr. Champion recommended the creation of a graphic displaying the Town process for creation or establishment and continuation of the several types of “committees” and for appointment, reappointment and removal of members thereto. The organizational structure of this graphic or chart could incorporate:

- The basis or authority for “committee” establishment,
- for the appointment of members,
- the nature of the particular “committee”,
 - regulatory/permitting
 - permanent/temporary
 - fiscal/non-fiscal
 - links with Town departments or functions
 - advisory/informational

It was also suggested that all available lists of extant committees and their members and missions be consolidated and combined into a single “master list” (with reference to Jen breaker’s email of 5/30/16).

Mr. Saline noted a potential need for a “Matrix of Best Practices”, asking rhetorically “what would this be?” Might it deal with both routine matters and emergencies, and the need for response mechanisms?

The assignment for committee members for the next meeting is to think about this suggested graphic and to present ideas.

Charter Amendment

Mr. Champion outlined a relatively simple manner by which the Town Charter might be amended if necessary

Next meeting: Thursday, October 20, 2016 at 7 PM, location TBD.

Adjournment: There being no further business, on motion of Martin seconded by Champion, the meeting was adjourned at 8:40 PM by unanimous vote.

Respectfully submitted,

David Standley, Secretary

