



Government Study Committee

Date: October 20, 2016, Ipswich Town Manager's Conference Room.

Attendees: Gary Champion, Kevin Martin, Richard Nylén, Craig Saline, David Standley.
KelleyJane Kloub was absent with prior notice.

Observers and Participants: None

Meeting commenced at 7:08 pm, with Craig Saline as chair and David Standley as secretary.

Citizen Queries: None

Introductions: None

Approval of Minutes: The draft minutes of September 22, 2016 were approved on motion of Martin, by majority vote, after extended discussion. This discussion, initiated by Champion, focused on the desire to have incorporated into the minutes of the meeting the substance of a matter to which he was assigned and reported on, i.e., the powers to appoint committees, with particular focus on the reestablishment of the Waterways Advisory Committee. Both Nylén and Standley responded discussing the purposes and contents of minutes as required, concluding that meeting minutes need not and as a practicality could not include discussions of matters on which the committee reached no conclusion or took no action. The Chair noted his current report on the on the powers of the Town Manager; concluding that all these matters and reports were working documents being used by the Government Study Committee to ultimately make recommendations and decide on matters that have been referred to it.

Old Business:

Saline reported on his discussion with the Selectmen Chair relative to charter changes and improvements, including discussion about dual roles of the selectmen with respect to the Utilities Department, that concluded that the Selectmen and the Government Study Committee should discuss these matters. Saline indicated the Selectmen had discussed charter review priorities at its last Monday's meeting and were anticipating a meeting with this committee in December. The Committee's work on the Handbook is complete except for minor revisions which will be discussed by Saline and Nylén and implemented by Nylén's staff Karen. These may include any necessary additional responses to the Town Clerk's comments and any other amendments necessitated by recent procedural changes by others, e.g., on the posting of committee meetings.

He also presented and summarized in some detail his report and tabulation on appointments of committees. That report includes multiple “lists of committees” (Kloub’s tabulation, the Selectmen’s list of February 2016, and a list on the Website), and a table reconciling these different lists. There followed lengthy discussion of the contents of this report. Also discussed was the matter of and process for “administrative orders”, and of the “Administrative Manual”, and of the relationship between these documents and the “Handbook”. There was extensive discussion about the relationship between charter provisions, budget provisions, and use of and payments for services of Town Counsel.

The Chair will be sending all his data to the members of the Committee, and all members should send their task reports to the chair.

No further tasks were identified at this time, except that Martin is to produce a spreadsheet or a “pivot table” incorporating all of these reports.

New Business:

The Committee discussed its approach to the charter discussion with the Selectmen. It is not viewed as a “Charter revision process”, nor is it a hearing, but rather a discussion or “brainstorming” session to exchange ideas and concerns.

Next meeting: The topic will be discussion of the Charter and Bylaws, to be held at 7 PM, November 17, location TBD.

Adjournment: There being no further business, on motion of Martin seconded by Champion, the meeting was adjourned at 9 PM by unanimous vote.

Respectfully submitted,

David Standley, Secretary