



## Town of Reading Meeting Minutes

RECEIVED  
TOWN CLERK  
READING, MA.

2024 NOV 20 AM 11:42

### Board - Committee - Commission - Council:

#### Charter Review Committee

Date: 2023-12-11

Time: 7:00 PM

Building: Reading Town Hall

Location: Conference Room

Address: 16 Lowell Street

Session: Open Session

Purpose: General Business

Version: Final

#### Attendees: **Members - Present:**

Chair Chris Haley, Vice Chair Phil Pacino, Jesse Arnold, Geoffrey Beckwith, Jonathan Barnes, William Brown, Alan Foulds, Chuck Robinson

#### **Members - Not Present:**

Andrew Grimes

#### **Others Present:**

Town Clerk Laura Gemme, Assistant Town Manager Matt Kraunelis

**Minutes Respectfully Submitted By:** Jacquelyn LaVerde

---

### **Topics of Discussion:**

Chair Chris Haley called the meeting to order at 7:00 pm.

#### **Public Comment**

Phil Pacino stated that RMLD General Manager Greg Phipps plans to attend a future meeting to speak on section 3.5.

#### **Discussion on Content and Potential Changes to Charter Article 5 and Article 6**

##### Article 5

The Committee continued with updates to "Select Board", and gender-neutral pronouns and titles.

Section 5.1 Appointment Qualifications and Term of the Town Manager: The Committee agreed to modify the qualifications to three (3) years of City or Town Manager/Assistant Town Manager experience or five (5) years of equivalent level of public or private sector experience. They also discussed parameters surrounding incentives for years of service. Mr. Haley will ask Bernie Lynch, the consultant contracted to recruit the new Town Manager, questions raised regarding termination in typical Town Manager contracts. Also, he will ask Town Counsel to advise on Town Manager compensation.

Section 5.2 Powers and Duties: Chris Haley stated that Town Counsel noted that the School Committee and RMLD Board of Commissioners are referenced throughout the Charter, and recommended considering adding the Board of Library Trustees if the Town Manager is not the Chief Procurement Officer for the Library. Assistant Town Manager Matt Kraunelis will confirm.

Section 5.3 Ombudsman: Assistant Town Manager Matt Kraunelis stated that he feels that "Ombudsman" is a misnomer, as the title has very different responsibilities in healthcare. He receives a lot of calls from nursing homes seeking advice, and other residents do not

understand the role. He recommended changing the title to something more intuitive for residents. The Committee agreed to change the title to Constituent Services Officer.

Section 5.5 Removal Procedures: The Committee discussed at length whether to amend the resolution notification of "forthwith" to a time certain, but ultimately agreed to leave it in place.

#### Article 6

Section 6.2 Town Counsel: Committee members discussed and added clarifications to the section that Town Counsel can be an individual or a law firm. Members requested to have Town Counsel comment on Special Counsel, should it ever be needed.

All other sections were reviewed and amended with continued updates to Select Board, gender neutral pronouns, and other minor grammatical changes.

#### **Approval of Minutes**

**On a motion by Chuck Robinson, seconded by Jesse Arnold, the Charter Review Committee voted 8-0 to approve the meeting minutes of November 14, 2023 as presented.**

#### **Future Agenda Items**

The next meeting will be held on January 8<sup>th</sup>, 2024 at 7:00 pm, where the Committee will review Articles Seven and Eight.

A subsequent meeting is tentatively scheduled for January 22<sup>nd</sup>, 2024, where the Committee can begin to address answers from Town Counsel and others, and discuss setting up how to involve the community and Boards and Committees.

**On a motion by Chuck Robinson, seconded by Alan Foulds, the Charter Review Committee voted 8-0 to adjourn at 9:43 pm.**