



**TOWN OF MAYNARD**  
**CHARTER REVIEW COMMITTEE**  
195 MAIN STREET  
MAYNARD, MASSACHUSETTS 01754

**MEMBERS**  
William Kohlman, Chair  
Sally Bubier  
Peter Campbell  
Brendon Chetwynd  
William Cranshaw  
Lou Ann Cutaia  
Natasha Rivera  
Jeffrey Swanberg

**Meeting Minutes**  
**Remote Meeting via Zoom**  
**Wednesday, January 25, 2023**

**RECEIVED**

*By Jim Alexander - Asst. Town Clerk at 3:11 pm, Feb 14, 2024*

**Members present:** Bill Kohlman (WK), Lou Ann Cutaia (LAC), Bill Cranshaw (WC), Sally Bubier (SB), Natasha Rivera (NR), and Brendon Chetwynd (BC)

**Members absent:** Peter Campbell (PC) and Jeff Swanberg (JS)

This meeting was recorded.

**Call to Order:** The meeting was called to order at 7:01 pm. A roll call was made of the attendees.

**Recording Secretary:** Peter Campbell was designated the recording secretary for the meeting but Bill Kohlman complied the minutes.

**Chair Report:** NR had pointed out that the town website had changed, and much of the current information had defaulted back to an earlier version. WK had contacted the Town Clerk about this and it is in the process of being corrected. The committee's report and proposed Charter changes have been corrected and the new link to them has been added to the warrant articles' comments.

WK had attended the Select Board meeting on Jan 17. 2023 and set a date for the Public Hearing for the Charter for Feb 21, 2023. BC stated that he would not be able to attend it due to other commitments. WC was asked if he would be willing to give an overview of the Charter at the Public Hearing and Town Meeting. At the last meeting the committee voiced the idea that WC could do an overview and WK would be able to answer specific questions. WC agreed to give an overview.

**Comments:** NR questioned the order of the articles at Town Meeting and voting on them. The committee discussed dependencies of changes to the Charter and how they could be affected if one article doesn't pass and another dependent one does. Questions were raised as to; how will it be voted? As a whole or by article? We need to clarify and have a plan if voting by article and one doesn't pass that affects another article.

NR also raised concern if we have to meet after March if the remote meeting rules expire.

**Minutes of 11 January 2023:** BC moves to accept, LAC seconded. The motion passed unanimously by roll call vote.

**Review of Proposed Warrant Article for Article 7 for Town Meeting:**

Discussed changes and correction for the warrant article for Article 7 to reach a final version. LAC moved to accept; NR seconded. The motion passed unanimously by roll call vote.

**Review of Annual Town Report:**

There were no objections within the report. NR moved to accept; LAC seconded. The motion passed unanimously by roll call vote.

**Future Steps:** The Public Hearing is within the Select Board meeting. We can ask for the following:

A reverse 911 call to advertise it

Additional information posted on the Town website beyond the simple posting of the meeting

Clarify who is managing the Zoom portion of the meeting

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Ask for the details (login information) for the Zoom portion of the hearing for our posting and to further advertise the hearing to other sources (School Superintendent newsletter, Friends of the Library and the Library website, COA, etc.)

Next meeting Tuesday, 21 February 2023 as part of the Public Hearing held during the Select Board meeting.

***Adjournment***

NR made a motion to adjourn, BC seconded. The motion passed unanimously by roll call vote, at 7:59 PM.

***Documents (attached/shared) for January 25, 2023***

*20230111 CRC minutes.docx*

*2022 Charter Review Committee Report.docx*

*Charter Article 7 2023 revised.docx*

*Charter Article 7 2023 revised redlined.docx*

*Charter Review Committee Agenda 01-25-2023.docx*

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Date approved:

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