DEPT./BOARD: Bylaw Review Committee
DATE: Tuesday, May 14, 2019 6:45 PM
PLACE: Town Hall Annex – Meeting Room B

Meeting Posting

Notice of Public Meeting – (As required by G.L. c. 30 A, c. §18-25)

Proposed Agenda – Rev 1

• Review & approve prior meeting minutes
• Discussion of Small Cell Wireless bylaw
• Discussion of bylaw modifications for Treasurer/Collector position
• Any other business
• Adjourn
TOWN OF BURLINGTON
Bylaw Review Committee Minutes

DATE: May 14, 2019
PLACE: Town Hall Annex – Meeting Room B

Committee Members:
Present: Wendy Guthro, Sandra MacKay, David Miller, Adam Tigges, Larry Warfield  Absent: None
Other Attendees: Town Clerk Amy Warfield

Topics
1. Review and approval of prior meeting minutes
   Motion: To approve the minutes as submitted (Moved: Guthro, Second: MacKay, 5-0-0)

2. Small Cell Wireless
   The committee reviewed and were generally pleased with the revisions drafted by the proponent's counsel. Since they chose to retain the descriptive list of the selectmen's responsibilities several minor grammar issues were identified. The committee requests the third sentence of section 1.43.3 be modified as follows.

   "Such rules shall include, but not be limited to, prescribing the form, contents, style, and number for application forms; the fees collectible with the applications, the process by which the application will be reviewed, the design and location criteria for approval, the time within which the Board of Selectmen will issue a decision, and requirements for recertification."
   Motion: To recommend the adoption as revised by BRC (Moved: Guthro; Second: Tigges, 5-0-0)

3. Treasurer / Collector
   Ms. Warfield explained that intent of Town Meeting and the promises of the proponents of the “Change the Treasurer / Collector was to have that position appointed by the Board of Selectmen. The modification before the committee merely removes the Treasurer/Collector position from the appointment authority of the Town Administrator and retains it under the Board of Selectmen.
   Motion: To recommend the adoption of warrant article as revised. (Moved: Warfield, Second: Tigges, 5-0-0)

New Business

4. Currently there are no members in common between the General and Zoning Bylaw Review committees. The committee discussed the benefits that would bring. Member Miller has expressed interest in participating on both, but the Moderator has been reticent to appoint him to one of the openings.

   The committee voted to send the following statement to the Moderator.
Members of the General Bylaw Review Committee believe having a member serve concurrently on both the Zoning Bylaw Review Committee and the General Bylaw Review Committee could synergistically benefit both committees and the Town of Burlington.

Such a member would serve as a de facto liaison between the committees and provide consistent communication and encourage language alignment resulting in continuity across our two Town Bylaws.

Therefore, given the interest, insight and ability of Dave Miller to serve on both Committees, we recommend that you consider appointing Dave Miller to the open position on the Zoning Bylaw Review Committee where he can serve to facilitate communication and parallel activity that will ultimately benefit the Town of Burlington.

Motion: That we submit this recommendation to the Town Moderator recommending David Miller be appointed to fill the open position on the Zoning Bylaw Review Committee.  (Moved: MacKay, Second: Guthro, 4-0-1)

5. Adjourn (5-0-0)