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By Town Clerk's Office at 4:20 pm, Aug 15, 2023

Town of Burlington, Town Hall Annex
Rules Committee Meeting Minutes
August 2, 2023

Call to Order: Meeting was called to order at 7PM.

Rules Committee members present: Myrna Saltman (Chairperson), Gary Kasky (Vice Chairperson), Laura Nichols, Jeff DiBona, Adam Senesi, Mark Woods.

Also in attendance: Bill Beyer (Town Moderator), and Town Meeting Members Shari Ellis, Precinct (3), and Eileen Sickler, Precinct (4).

The Committee discussed having a get together, possibly a dinner, for all Town Meeting Members, (TMMs), sometime prior to September Town Meeting. Motion was made to explore the costs to the town for having this type of event. The motion passed 4-2. Myrna Saltman is going to contact Town Clerk Amy Warfield to obtain more information to share with the Rules Committee.

Next discussed was procedure for filling TMM vacancies. If the vacancy is within 90 days of a town election, the person running for the vacancy would follow the standard procedure for running for office. If the time frame is outside of this window, a person can be nominated and voted on by the other members of the Precinct that is replacing a TMM. Further discussion on this topic will take place in future meetings.

Bill Beyer informed the Committee that a Hybrid Meeting Warrant will be on the September Warrant. The state legislature has not yet made a final decision on approving hybrid meetings. The Town does make accommodations for people who need assistance under ADA.

The Committee also discussed ending Town Meetings at 10PM. The Town Moderator pointed out that a TMM can make a motion to end a TM at any time, which is then put to a vote by TMMs in attendance to either end the meeting or continue. No further discussion ensued on the topic.

The Committee also received clarification on how town departments are overseen. Each department is overseen by their respective committee. In the event a department does not have a committee, the department reports to Paul Sagarino, Town Administrator.

Also discussed was the need to better inform TMMs about each of the committees in Town in terms their respective responsibilities, what has been done in the past year, and what the committee is working on or plans to work on in the next year. A motion was made and approved in a vote of 5-0-1, to make this a part of TM.

The Town Moderator also reviewed committee appointments. Once a person accepts the appointment, they are on a committee unless the Town Moderator decides to make changes. The Committee is responsible for electing their own Chairperson and Vice Chairperson and for running their committee. The Moderator did ask to be informed if an appointed person does not attend meetings as the goal is to have fully engaged committee members.

The Committee also discussed if any Committees needed to be sun-setted. The Town Moderator pointed out that many ad hoc committees (typically a project committee) have a stated end date. More discussion to follow on this topic.

Rules Committee made a motion and voted 6-0-0 to have Myrna Saltman continue to serve as Rules Committee Chairperson.

Meeting adjourned at 7:56PM.

Submitted by Mark Woods, Rules Committee Secretary, TMM Precinct 7