

BY-LAW CHARTER REVIEW COMMITTEE MINUTES
Tuesday, November 12, 2024 @ 5:00 p.m.
Small Hearing Room, Town Hall, 732 Main Street, Harwich, MA 02645

Committee members present: Linda Cebula, Anita Doucette, Deborah Sementa.

1. Call to Order - Meeting called to order by Chair Cebula at 5:00 p.m. This meeting is being recorded. Chair Linda Cebula called for volunteers to participate on this committee.
2. Public Comments – None. requesting that a bylaw be included stating that a certified audit be conducted of the Town's financial reports prior to hiring a new finance director and another audit be performed once a finance director leaves the position. Chair Cebula will review and discuss at the next scheduled BLCR meeting.
3. Approval of minutes dated September 10, 2024 (There was no October meeting). Motion to accept and approve by Doucette, seconded by Sementa. Accepted 3-0.
4. Continuing Business – Linda Cebula reviewed items to be submitted or resubmitted to Select Board (SB) for Charter/Bylaw changes for next town meeting.
5. New Business
 - a. Deborah Sementa reviewed and recommended changes to Chapter 7 §8 (Council on Aging), §12 (Zoning Board of Appeals), and §15 (Cemetery). Minor changes were noted.
 - b. There was discussion regarding a Charter amendment to require an external audit when there is a change in finance director as requested by Dave Nixon at the tax payers' request.
6. Other Business to come before the Committee – Deborah Sementa announced there are several minutes missing from the Town's updated website and she will forward these to the town clerk's office. Anita Doucette will review Sections 6 and 11 for the January meeting.
7. Adjournment - Motion to adjourn by Doucette, second by Sementa. Meeting adjourned at 5:25 p.m. The next meeting is scheduled for Tuesday, December 17 @ 5:00 p.m.

Deborah Sementa,
Recording Secretary