

CHARTER COMMISSION FOR TOWN OF HARWICH
Harwich Town Hall, Small Meeting Room, 732 Main Street Harwich MA 02645
July 17, 2025 6.30 pm

Members Participating: Linda Cebula, Chair, Sandy Hall, Vice Chair, Jon Chorey, Treasurer, Herb Bell, Paul Doane and Lou Urbano

Members Not Participating: Toni London, Judith Underwood and Richard Waystack

1 Call to order

Linda Cebula called the meeting of the Charter Commission to order on July 17, 2025 at 6:30PM.

2 Approval of regular minutes for July 10, 2025 and Public Hearing June 25, 2025

Ms. Hall moved to approve the Minutes for July 10, 2025 and Public Hearing June 25, 2025 as submitted. Seconded by Mr. Doane.

Ms. Hall commented positively on the format of the Minutes.

Vote: 6:0 in favor. Motion carried.

Mr. Chorey gave an update on payroll for the Board Secretary.

3 Letter from Commonwealth re due dates

Ms. Cebula referred to a letter, sent to Emily Mitchell, Town Clerk which had report filing dates for the Charter Commission which she listed.

4 Continuing Business Discussion and possible votes
 Status on search for consultant
 Request to town agencies for thoughts on Charter

Ms. Cebula noted that the request to Town Agencies had gone out.

Ms. Cebula contacted Sarah Eaton, IT Director regarding requests for the Charter Commission page.

Ms. Cebula noted that she had sent the note to the two companies previously discussed.

Mr. Doane gave an update regarding contact information for specific individuals and also gave information about an additional company for a consultant.

Ms. Hall suggested asking the Acting Town Administrator for ideas for a consultant and offered to contact him.

5 Discussion on current Harwich Charter
 Form of Government topics Continued discussion on concept of charter compliance

Members discussed what other towns have regarding By-law Committees, Charter Commissions and Charter Compliance Commissions as well as their roles in their towns. Discussion continued

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on which aspects of those other Commissions the Harwich Charter Commission agreed and disagreed with and why. Also discussed were the issues of interpretation of the Charter, enforcement of misinterpretations and what the Commission's role is on those subjects. Members discussed Charter compliance and whether or not compliance of the By-laws should be included in the Charter. The membership of the future Charter Compliance Committee was discussed. Members agreed they should be generally elected and not appointed. Future discussions will include the idea of having a permanent search committee and a specific attorney for the Charter Commission.

Ms. Hall and Mr. Chorey will draft language encompassing what had been discussed regarding the Charter and By-laws, as a starting point for further discussions.

Additional elected positions

Members discussed which Committees are presently comprised of elected positions and which other Committees should possibly be elected versus appointed. Also discussed were the pros and cons of including in the Charter, a mechanism to fill a vacancy in an elected body if needed prior to an election. There was conversation about what should be included in the Charter and that they should be things that are in the best interest of the town. There will also be an educational aspect to presenting the Charter to the town.

6 Any other topic that may come before the Commission

Members suggested discussing the Warrant and where the money is coming from as well as the financial aspect ie; the Finance Committee and the timelines for Town Meeting. Also discussed was having a joint meeting with the Select Board.

Ms. Cebula asked each member do some research regarding other towns and their timelines for Town Meeting.

7 Public comments

8 Adjourn

Mr. Doane moved to adjourn. Seconded by Ms. Hall.

Vote: 6:0 in favor. Motion carried.

Meeting adjourned at 8:04PM.

Respectfully submitted, Judi Moldstad Board Secretary

Approved _____ July 24, 2025 _____

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