

Bylaw Study Committee Meeting Minutes 6/28/23

Meeting called to order: 6:30 on June 28, 2023 at WPD Community Room

In attendance: Christine Goonan (CG), Stephen Holstrom (SH), Ed Lennon (EL), Dave Sanders (DS), Carole Tardif (CT)

Absent: Joe Lawless (JL)

Citizen: Bob Tourville

Pledge of Allegiance

- I. BSC term limits: expectation is BOS 7/10 meeting will reappoint
- II. Minutes
 - a. Minutes from 6/7/23 reviewed
 - i. EL pointed out correction 3.c.i
 - ii. 'for possible amendment'
 - iii. SH motion to approve as amended, EL 2nd
 - iv. Passed unanimously
- III. Discussion of non-substantive, formatting or inconsistencies identified in bylaws; n/a
- IV. Old Business
 - a. Document sharing discussion
 - i. Data consistency issues: how to insure single editing of a 'Section'
 - ii. Google Docs vs. Dropbox
 - iii. TA concern about open meeting collaboration
 - iv. Gmail test: mixed opinion about success
 - v. Action: testing of shared documents
 - vi. Shared current Gmails for purpose of testing
 - b. Discussion of Section 508 of Town Bylaw – Industrial Development Financing Authority
 - i. TA on vacation: no action
 - ii. Sent email to Xiomara Albán DeLobato of regional EDC: no response
 - iii. Apparent merge of 2 agencies into Mass Development: only member is Foxboro
 - iv. Economic Development Cmte should be 'new' bylaw
 - c. Discussion of Potential Residential Homestay (Air bnb, HomeAway, etc.) Bylaw
 - i. Presented by JL, tabled until JL is in attendance
 - d. MG & Hadley bylaw: minors possession of alcohol to civil charges and local town mgmt.
 - i. SH move to accept and number 641; DS 2nd: unanimous approval
 - e. Section 40 Door to Door Salesman
 - i. BOS set discretionary fee
 - ii. WPD collects that fee
 - iii. SH motion to accept 640.e as amended, EL 2nd: unanimous approval
 - f. Ice Cream Truck bylaw
 - i. El document presented
 - ii. WPD is supposed to be collector of fees
 - iii. EL to research further; Ludlow model used
 - iv. Is independent of the 'food truck' bylaw

- v. All employees on truck are Cori checked and fingerprinted
 - vi. Section 642 add
 - g. Pawn shop bylaw: EL recommends not changing
 - h. Section 201, Annual Town Meeting Scheduling; tabled until JL is present
 - i. Discussion of creating a set of bylaws which govern the Bylaw Study Committee
 - i. How to insert and/or modify Section 500.a
 - ii. Election of chair vacancy
 - iii. Executive session minutes
 - iv. Sworn-in requirement and meeting participation
 - v. Specific to appointed committees
 - j. Discussion of potential use of outside vendor to assist with Committee tasks, such as General Code
 - i. Hi-level overview of how it function
 - ii. Discussion of the process: research, vendor presentation, recommendation, funding
 - iii. Scheduling of vendor after appointment of BSC after new fiscal year (>7/1/23)
 - iv. Barbara Hancock and vendor to be scheduled
- V. New Business: n/a
- VI. Discussion of agenda at following meeting
- a. 500.a
 - b. Air bnb
 - c. Ice cream truck
 - d. Discussion of Section 508 of Town Bylaw – Industrial Development Financing Authority
 - e. Discussion of Section 201, Annual Town Meeting Scheduling
 - f. Discussion of creation of a set of bylaws which govern the Bylaw Study Committee
 - g. Discussion of potential use of outside vendor to assist with Committee tasks, such as General Code
- VII. Public Forum
- a. Bob Tourville (BT) commented on chair appointments
 - b. BT chair removal
 - c. Ice cream truck
 - d. Blight law

Next meeting 7/26/2023 @ 6:00 at WPD

Adjourned: DS motion, CG 2nd; 07:52

Link to Video: <https://videoplayer.telvue.com/player/wCwBAXHtGCN-aqYz22Xuje-5ELUZawSc/media/811463?autostart=false&showtabssearch=true&fullscreen=false>

Respectfully submitted,

Dave Sanders, Secretary and Vice-Chair

Note: research documents can be emailed to all members pre-meeting for the purpose of information; it can't be discussed pre-meeting. This meeting minutes draft is an example of sharing without discussion.