

Bylaw Study Committee Meeting Minutes 10/3/23

Meeting called to order: 6:00 on October 3, 2023 at WPD Community Room

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

Citizen Guest: No citizen attended

Pledge of Allegiance

- I. Minutes
 - a. Minutes from 8/15/23 reviewed
 - b. No changes: DS motion to approve, JL 2nd, passed unanimously
- II. Citizen Open Forum: N/A
- III. General Code discussion:
 - a. EL updated
 - b. Select Board approve \$9980 from Tech Fund
 - c. Will codify: Zoning, General, Sub-Division, Sub-Division Fees
 - d. Fincom to review for acceptance.
 - e. EL will be remote but will attempt to speak to Fincom; JL is backup
- IV. Document Sharing
 - a. CG led discussion
 - b. Procedure agreed to: BSC member presents Word doc; other members review
 - c. Discussion of the Word doc content is discussed and agreed to and set aside
- V. Old Business
 - a. Ice Cream Truck Bylaw
 1. EL presents draft that's modeled after Ludlow version
 2. Contains: Definitions, Permitting Authority, Fees, Denial process, appeals process, fines and enforcing agents
 3. Vendor is responsible for obtaining all other necessary permits
 4. Wilbraham resident gets permit: is valid for Wilbraham and entire state
 5. Non-resident applying to Wilbraham: valid for Wilbraham only
 6. Must have official government ID
 7. Waiver options to be considered
 8. Tabled until next meeting after revisions
- VI. Discussion of Town Bylaw 606, Impure Water on Town Property
 - a. DPW Director (Tonya Capperello) concern with erosion onto town roads
 - b. Several other areas of concern that may be related to Stormwater Bylaws (S606)
 - c. EL to meet with Tonya to organize her comments to present to BSC
 - d. Tonya will be invited to meet with BSC
- VII. Discussion of creation of a set of bylaws which govern the Bylaw Study Committee
 - a. Other towns have specific bylaws for this
 - b. SH will continue to research
- VIII. Discussion of amendment of bylaw re: number of Select Board Members
 - a. JL leads discussion

- b. Quorum issues
 - c. Difficult to find broad knowledge of town government
 - d. SH discovered a town that had created a cmte just for this: will request info about pros/cons
 - e. EL has potential conflicts of interest: will abstain from this topic
- IX. Discussion of potential pledge of allegiance bylaw
- a. DS led discussion
 - b. Value of mandating it being on agenda
 - c. Do others mandate it?
 - d. DS motion to add new bylaw; JL 2nd
 - e. CT suggests that an agenda template be used by all
 - f. JL, DS = Yes; CG, SH, EL = No
 - g. DS to research other towns
- X. Discussion of agenda at following meeting/ meeting date

Next meeting 11/7/2023 @ 6:00 at WPD

Adjourned: DS motion, CG 2nd; 07:50

Link to Video: <https://videoplayer.telvue.com/player/wCwBAXHtGCN-aqYz22Xuje-5ELUZawSc/playlists/5753/media/828830?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.