

Bylaws Review Committee Regular Meeting Minutes

Tuesday, April 17, 2019 @ 2:00 p.m.

Selectmen's Meeting Room, 126 Main Street

Present: Francis W. Cote, Jim Rutherford, Town Clerk Nancy J. Talbot, Executive Assistant Mary L. Midura, Town Manager Stuart Beckley, General Code Representative Suzanne Owens

- **Approval of Meeting Minutes of January 17, January 31, March 5 and March 19, 2019**

Mr. Cote made the motion to approve the minutes; Mrs. Talbot seconded the motion. The motion passed on a vote of 4 Yes, 0 No.

Review of Bylaws – Peddlers and Solicitation

An email from Chief Crevier noted that he would prefer final say on solicitation permits, and he is willing to make the bylaw work.

Meet with General Code representative Suzanne Owens

Mrs. Talbot introduced Suzanne to the committee. Ms. Owens noted that General Code takes a town's bylaws and gives us appropriate paperwork, including those bylaws that must go to Town Meeting for deletion. Phase one of the process is the proposal and she has the original project. Phase two is to organize those bylaws passed from 2007 to the present. The contract has never expired and is already paid for phase one. Stuart will need an updated agreement and proposal for what is still to be done. Nancy noted that the proposal should include the cost to keep the bylaws updated. Annual maintenance would be for the online E Code to view and search, for training, and for supplementation. Mr. Cote asked what would be done to add new bylaws. Most would need approval at Town Meeting, and be sent to the Attorney General for approval, and sent to the editorial team at General Code.

Mary will send all minutes from 2007 and this committee to Suzanne by email. Jim questioned whether the bylaws meet state regulations; Suzanne noted that General Code has all State regulations and is in constant contact with the Attorney General's office. Local bylaws can be more stringent than State laws, but cannot be in conflict with State laws.

This committee will not meet again until Suzanne has the bylaws organized and ready for review. Suzanne noted that some towns want their bylaws codified, and she or Claudia or Deb at General Code will be the editorial team for Town of Ware. Mr. Cote noted that we still need input from the DPW on some of the bylaws.

The meeting was adjourned at 2:56 p.m.