

Town of North Attleborough
Charter Transition Committee
43 South Washington St.

Donald Bates
Mitch Mac Donald
Deborah Kohl
Anthony Rinaldi, Jr.
Christopher Sweet

To: Town Council President Keith Lapointe
From: Charter Transition Committee

Re: Charter Provisions for Town Council requests to meet with employees and appointees of the Town Manager

Monday, July 22, 2019

Mr. Lapointe:

As part of its ongoing role in providing guidance, education, and clarification on the provisions of the Charter, the Charter Transition Committee (CTC) will continue to provide input of activities it observes as you help guide the town through its transition to its new form of government.

With that in mind, and in the context of a discussion at the July 18, 2019 Town Council (TC) meeting, we bring your attention to Section 2-10 of the Charter.

During your meeting, the Council agreed to invite the various boards, committees and commissions to come before it to update Councilors on their operations. It was determined that the Acting Town Manager will facilitate the scheduling of the meeting. This decision in effect complies with the provisions of the Charter relative to notice to the Town Manager and sufficient time in notice to the various officials being asked to appear before the Council.

Please do note that additionally, Section 2-10 of the Charter requires that the notice to appear must be in writing and must specify what is requested, such as "informing the Council on the responsibilities and operations of the department". You may also wish to remind TC members that questions when the meetings take place are restricted to the topic contained in the written notice to appear.

To conclude, the TC acted appropriately in placing the request to meet with department heads with the Town Manager for consideration. That action, though, needs to include putting the request in writing, including specificity on the purpose and scope of the meeting, including what information is being sought by the TC.

As mentioned when appearing at the same July 18, 2019 meeting, the CTC continues to urge very strict adherence to the provisions of the Charter during this critical formative period of or new town form of government. Such adherence will help everyone better understand the roles and responsibilities of both the executive and legislative branches.

Very respectfully,

Donald Bates
Mitch Mac Donald
Deborah Kohl
Anthony Rinaldi, Jr.
Christopher Sweet