

**Meeting Agenda of the Charter and Bylaw Review Committee (CBRC) on  
Wednesday August 27, 2025**

[Meeting Recording](#)

[Meeting Materials](#)

Attendees: Paul Griesmer, Chris Weithman, Robert Awkward [7:44 PM], Donna McKenzie, Saul Beaumont, Harriet Merkowitz.

Public: Town Moderator Jeff Alderson.

The meeting was called to order at 7:06 PM. A quorum was present by roll call vote of 5-0-0. It was announced the meeting was being recorded by Pegasus.

Citizen's Concerns - none

Update on Special Act - Mr. Greismer announced it is with the committee waiting for a 3<sup>rd</sup> reading. Once that takes place it will move on to both the Senate and House for votes.

The committee reviewed the two proposed 2025 FATM Warrant Article motions which were referred back to the CBRC. Earlier today the committee received copies of the motions. These were the same motions previously approved for SATM.

Bylaw Article 81 was discussed first. The proposed redline was shown on the screen. Previous Warrant Article 25 will now be Warrant article 31 to change Bylaw Article 81.

Ms. Weithman confirmed that the motion voted in Spring 2025 was the same as the Motion considered for this evening.

Moved by Mr. Beaumont to approve the motion shared on the screen for Article 31. Seconded by Ms. Merkowitz. The motion carried by Roll Call vote 5-0-0.

The second motion from 2025 SATM proposed adding a special zoning advisory counsel to support the Planning Board, Finance Committee, and Town Meeting.

The proposed motion is identical to the revised motion from Spring 2025 that was never presented to the Finance Committee. It was noted that there was a typo in the original motion voted. This is for Warrant Article 31 bylaw Article 22.

Ms. McKenzie noted her strong support for this motion.

Ms. Merkowitz moved to accept the motion for Warrant Article 31, Bylaw Article

22 as presented on the screen and edited during the meeting to remove a typo. Seconded by Mr. Beaumont.

A roll call vote of 5-0-0 approved the motion.

Mr. Griesmer reminded the committee we needed to a motion to hear our report for 2025 FATM. Moved by Ms. Merkowicz and seconded by Mr. Beaumont to hear a report from the Charter and Bylaw Review Committee. The committee approved the motion by a 5-0-0 vote. It was noted that the committee dissolves when 2025 FATM dissolves.

Mr. Alderson pointed out that the text of recently voted motions retained the lettering from 2025 SATM [motions E and F] instead of new lettering needed for 2025 FATM. Mr. Griesmer announced that without objection from the committee the motion lettering would be changed to motion A and Motion B. Committee members did not object.

The Committee began to discuss the use of the 4<sup>th</sup> edition of Town Meeting Time [TMT] as compared to the 3<sup>rd</sup> edition Town Meeting is required by Bylaw. Note that the following links assist in the Discussion review of 4<sup>th</sup> edition of Town Meeting Time

- a. <https://massmoderators.org/tmt4/>
- b. [https://drive.google.com/file/d/1qm1aekuPTpyyCXs\\_c5EkyIk79UrKaQ1j/view](https://drive.google.com/file/d/1qm1aekuPTpyyCXs_c5EkyIk79UrKaQ1j/view)
- c. <https://drive.google.com/file/d/13ZOaF7J0SVqogsdywFpODwXBdkXfTGUM/view>

Mr. Griesmer summarized his review of the 3<sup>rd</sup> and 4<sup>th</sup> editions. Most of the 4<sup>th</sup> edition is clarification and guidance.

Mr. Alderson suggested that the 4<sup>th</sup> Edition discusses handling Community Preservation Committee [CPC] projects and this section should also be reviewed. State law dictates what Town Meeting Members can do on TM floor to amend motions related to CPC projects. TM cannot vote to reduce the amount of a CPC project it can only increase it. The state law is intended to support the intentions of the CPC meaning that Town Meeting can't haggle on the number just vote to fund it at the floor or higher or reject the project altogether.

Mr. Alderson suggests a new committee might be formed to look at hybrid and remote town meeting and any potential TM Handbook or Bylaw changes.

Mr. Alderson is very committed to accessibility issues for Town Meeting.

Mr. Alderson suggested the use of consent agendas is also worth a review to ensure efficiency.

The committee discussed how to manage the review of each version of town Meeting Time.

The committee discussed the timing of the next meeting after each member has had the chance to review two versions TMT. The committee agreed to take select sections to review and meet next on September 9, 2025.

Mr. Alderson asked if any motions we propose would be reviewed by our special legal counsel. Mr. Griesmer confirmed that we will follow this process for any bylaw motions proposed.

The committee discussed assignments and Mr. Griesmer announced he would send out the final list. Any committee member can also look at sections beyond their assignment.

Outstanding Meeting Minutes were not ready to be voted. They will be considered in the next meeting.

A move to Adjourn was moved by Ms. Merkowitz and seconded by Mr. Beaumont. The meeting adjourned at 8:40 PM by a roll call vote of 6-0-0.

Respectfully submitted:



Date approved:

September 9, 2025

Christine Weithman  
Secretary, Charter and Bylaw Review Committee