

# **CHARTER REVISION HIGHLIGHTS**

## **ARTICLE 1**

### **INCORPORATION; SHORT TITLE; POWERS**

SECTION 1-1 INCORPORATION

SECTION 1-2 SHORT TITLE

SECTION 1-3 POWERS OF THE TOWN

SECTION 1-4 DIVISION OF POWERS

SECTION 1-5 CONSTRUCTION

SECTION 1-6 INTERGOVERNMENTAL RELATION

## **ARTICLE 2**

### **LEGISLATIVE BRANCH**

SECTION 2-1 TOWN MEETING FORM

Slight verbiage changes

SECTION 2-2 PRESIDING OFFICER

Change with appointment of deputy moderator at town meeting

SECTION 2-3 TIME OF ANNUAL MEETING

Changes to second annual town meeting

SECTION 2-4 SPECIAL TOWN MEETINGS

SECTION 2-5 TOWN MEETINGS AND WARRANTS

Changes within initiation of warrant articles, referral and inclusion on warrant

SECTION 2-6 AVAILABILITY OF TOWN OFFICIALS AT TOWN MEETING;  
PARTICIPATION IN PROCEEDINGS

Define town officials, and moderator oversight of proceedings

SECTION 2-7 GENERAL POWERS

SECTION 2-8 TOWN MEETING PROCEDURES

Bylaw to set quorum, and new section (f)

SECTION 2-9 REFERENDUM PROCEDURES

Deleted as this is a remnant from the representative form of town government

## **ARTICLE 3**

### **ELECTED OFFICIALS**

#### **SECTION 3-1 GENERAL PROVISIONS**

- (a) Change assessor, treasurer, and collector from elected to appointed; delete board of assessors
- (g)(2) Change recall petition from 25 to 50 voters
- (g)(3) Changes to timeline for the selectmen receiving a petition; (g)(5) incumbent holding office until election; and, (g)(7) repeat recall petition

#### **SECTION 3-2 BOARD OF SELECTMEN**

Add appointment of town assessor, town treasurer, town collector, and 5 member water and sewer commission.

#### **SECTION 3-3 TOWN MODERATOR**

#### **SECTION 3-4 SCHOOL COMMITTEE**

Move powers of school committee from charter to bylaw to allow for more flexibility

#### **SECTION 3-5 TOWN CLERK**

#### **SECTION 3-6 FINANCE COMMITTEE**

Change from 15 to 9 members

#### **SECTION 3-7 BOARD OF LIBRARY TRUSTEES**

#### **SECTION 3-8 WEBSTER HOUSING AUTHORITY**

#### **SECTION 3-9 WEBSTER REDEVELOPMENT AUTHORITY**

#### **SECTION 3-10 BOARD OF HEALTH**

Change from 3 to 5 elected members

## **ARTICLE 4**

### **TOWN ADMINISTRATOR**

#### **SECTION 4-1 APPOINTMENT, QUALIFICATIONS, TERM**

Moved vacancy of office to section 4-4

#### **SECTION 4-2 POWERS AND DUTIES**

Minor changes

- (4)(n) Add section to give certain investigative powers

SECTION 4-3 DELEGATION OF AUTHORITY

SECTION 4-4 TEMPORARY TOWN ADMINISTRATOR

Replace acting and interim town administrator with temporary town administrator

Limit time of a temporary town administrator

SECTION 4-5 REMOVAL AND SUSPENSION

Change verbiage

Requires at least 4 affirmative votes of the board of selectmen to remove or suspend

**ARTICLE 5**

**ADMINISTRATIVE ORGANIZATION**

SECTION 5-1 ORGANIZATION OF TOWN AGENCIES

SECTION 5-2 PUBLICATION OF ADMINISTRATIVE CODE AND PERSONNEL PLAN

[IN THE CURRENT CHARTER]

Section 5-3 Merit Principal is removed and placed in the bylaws; personnel policies; and job descriptions

SECTION 5-3 DEPARTMENT OF PUBLIC WORKS

The position of director of public works is removed from the charter

SECTION 5-4 WATER AND SEWER ADVISORY COMMISSION

Creation of a 5 member commission, appointed by the board of selectmen, with additional powers and responsibilities

Section 5-5 Water and Sewer Advisory Board [in current charter] was never formed

**ARTICLE 6**

**FINANCES AND FISCAL PROCEDURES**

SECTION 6-1 FISCAL YEAR

SECTION 6-2 SCHOOL COMMITTEE BUDGET

Changes to what is posted and where it is posted

SECTION 6-3 SUBMISSION OF BUDGET AND BUDGET MESSAGE

Move the time requirement to a bylaw for greater flexibility as required

Changes to what is posted and where it is posted

Section 6-3 is listed twice in the current charter. This has been merged in the proposed charter

SECTION 6-4 THE BUDGET

SECTION 6-5 ACTION ON THE BUDGET

Changes to what is posted and where it is posted

SECTION 6-6 CAPITAL PLAN

Change in title from capital improvement program to capital plan

Bylaw to set timeline

SECTION 6-7 APPROVAL OF WARRANTS

**ARTICLE 7**

**GENERAL PROVISIONS**

SECTION 7-1 CHARTER CHANGES

SECTION 7-2 SEVERABILITY

SECTION 7-3 SPECIFIC PROVISIONS SHALL PREVAIL

SECTION 7-4 NUMBER AND GENDER

SECTION 7-5 DEFINITIONS

Replace "local newspaper" with "local publication"

Delete "town officer" and "town official" as they will be addressed by title where required in this charter

SECTION 7-6 RULES AND REGULATIONS

SECTION 7-7 PERIODIC REVIEW

SECTION 7-8 REMOVAL AND SUSPENSIONS

Move procedures from charter to bylaw for greater flexibility

Changes to hearing process

SECTION 7-9 PROCEDURES GOVERNING MULTIPLE MEMBER BODIES

Define the town website as a location for agendas and minutes

Changes to filling of vacancies of multiple member bodies

Addition of 7-9(g) - conduct of members of multiple member bodies

SECTION 7-10 LOSS OF OFFICE, EXCESSIVE ABSENCE

SECTION 7-11 NOTICE OF VACANCIES

Changes to notification process

SECTION 7-12 CHARTER ENFORCEMENT

New section to describe charter enforcement methods

**ARTICLE 8**

**TRANSITIONAL PROVISIONS**

SECTION 8-1 CONTINUATION OF EXISTING LAWS

SECTION 8-2 CONTINUATION OF GOVERNMENT

SECTION 8-3 CONTINUATION OF ADMINISTRATIVE PERSONNEL

SECTION 8-4 TRANSFER OF RECORDS AND PROPERTY

SECTION 8-5 TIME OF TAKING EFFECT

All of the old transitional verbiage pertaining to transition from the representative form of government has been eliminated.

This section now addresses to changes from elected to appointed positions, and the transition process.