



Town of Grafton, MA
By-Law Study Committee
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BY-LAW STUDY COMMITTEE
Meeting Minutes
Thursday, January 26, 2023
Grafton Memorial Municipal Center, Conference Room G and Via Zoom

Call to Order: A regular meeting was called to order at 7:00 p.m. by Chair David Robbins. Members present were as follows:

- David Robbins, Chair – Present in person
- Gregory Marr, Vice Chair – Present in person
- Brian Langevin, Clerk – Present in person
- J. Roger Currier, Jr. – Present via Zoom
- Andrew Jefferson – Present in person

1. Public Comment – None

2. Action Item List Updates

Mr. Langevin provided a summary of recent updates to the action item list and asked members who have previously circulated proposed by-law revisions to consider the additional feedback that has recently been added to the action item list.

3. By-law Updates: Publication of Notices in Local Newspaper and Website

Mr. Robbins asked the committee for feedback regarding the suggestion discussed during the committee's prior meeting to place a definition within Article 1 – General Provisions to define the term "local newspaper" as "a newspaper of general circulation in the town of Grafton and the town's website." No committee members expressed disagreement with this suggestion or proposed any other alternatives.

4. By-law Updates: Penalties

Mr. Robbins noted that he has asked the Town Administrator to request feedback from town agencies who are currently charged with the enforcement of non-criminal disposition in various respects as to what their experiences have been with its application. Additionally, committee members were asked to reach out to relevant stakeholders and potential enforcement authorities to discuss any interest they may have in adopting non-criminal disposition, as applicable.

5. By-law Updates: Status and Progress

Committee members did not have anything to add to the by-law updates circulated by e-mail.

6. Committee Review of Proposed Updates

The committee discussed a plan to begin reviewing individual by-law revisions circulated to date at its next meeting.

The committee also discussed a variety of administrative, editorial, and non-substantive changes to both the town charter and general by-laws that it intends to assemble and provide to the Town Clerk when available.

7. Publication of Proposed Updates on Website

Mr. Robbins outlined a process for posting proposed by-law revisions to the committee's page on the town's website. Mr. Marr suggested including a table with the status and latest proposed revision for each by-law article. The committee expressed a preference for reviewing the proposed updates to each warrant article within a meeting prior to concluding whether or not the draft article was ready to be published on the website.

8. Review Previous Meeting Minutes

During discussion of the minutes for the meeting held January 12, 2023, Mr. Marr observed that Mr. Langevin was incorrectly listed as "Not Present" in the draft minutes despite having been present for the full meeting. A motion was made by Mr. Currier to approve the minutes for the meeting held January 12, 2023, as amended. Motion seconded by Mr. Marr. The motion carried unanimously by roll call vote.

Adjournment: At 8:07 p.m., a motion was made by Mr. Currier to adjourn. Motion seconded by Mr. Marr. The motion carried unanimously by roll call vote.

Respectfully submitted,

Brian Langevin, Clerk
By-Law Study Committee

Approved: February 9, 2023