



Town of Grafton, MA
Bylaw Study Committee
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BYLAW STUDY COMMITTEE
Meeting Minutes
Thursday, March 9, 2023
Grafton Memorial Municipal Center, Conference Room F 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 in person
- Andrew Jefferson – Present in person

1. Public Comment – None

2. Action Item List Updates

Mr. Langevin noted that there were no significant updates or new action items to include in the action item list and asked if there were any updates from the Town Administrator as feedback from his office remains outstanding across several articles. Mr. Robbins explained that the Town Administrator has been primarily focused on updates to the personnel bylaw but that other priorities, including the finalization of the town budget, have likely required significant attention as well.

3. Review of Draft Bylaw Article Revisions Completed to Date

The committee discussed draft proposed by-law revisions and took the following action with respect to each:

- Article 18 – House Numbering: The committee discussed several revisions being considered and Mr. Currier will continue to work with relevant town departments to incorporate additional feedback.
- Article 40 – Revolving Funds: To be published with minor modification to the draft reviewed
 - During discussion, the committee expressed a desire to confirm with Town Counsel whether any additional steps or votes at town meeting were required in order to discontinue previously authorized revolving accounts other than simply them from the table of authorized revolving fund accounts in Section 5.

- Article 4 – Town Officers, Property and Records: Discussion focused on the need for further clarity around the roles of various town departments, preferences for where certain administrative responsibilities should reside (e.g. maintenance and custody of town contracts), and which should be memorialized within the bylaws. This article will be further revised and reconsidered at a future meeting.
- Article 19 – Betterment Procedures: The committee's discussion of Section 1 related to repairs on private ways primarily addressed whether there is any ongoing need to retain this provision. Mr. Currier will continue to seek feedback from the Department of Public Works with respect to this question and the potential future application of this section.

4. Discussion of Bylaw Article Revisions Remaining to be Completed

Mr. Robbins updated the committee about feedback received from Town Counsel with regard to severability provisions. The advice of Town Counsel was that it would be preferable to only include severability clauses in articles where there may be a particular need rather than incorporating a more general clause that would address the concept more globally.

5. Review Previous Meeting Minutes

A motion was made by Mr. Currier to approve the minutes for the meeting held on February 23, 2023, as presented. Motion seconded by Mr. Jefferson. The motion carried unanimously.

Adjournment: At 8:12 p.m., a motion was made by Mr. Currier to adjourn. Motion seconded by Mr. Marr. The motion carried unanimously.

Respectfully submitted,

Brian Langevin, Clerk
Bylaw Study Committee

Approved: April 6, 2023