



**Town of Grafton, MA**  
**Bylaw Study Committee**  
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2023 JUL 31 PM 3:51

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**BYLAW STUDY COMMITTEE**  
**Meeting Minutes**  
**Thursday, July 13, 2023**  
**Grafton Memorial Municipal Center, Conference Room F and Via Zoom**

**Call to Order:** A regular meeting was called to order at 7:06 p.m. by Chair David Robbins. Members present were as follows:

- David Robbins, Chair – Present in person
- Gregory Marr, Vice Chair – Not present
- Brian Langevin, Clerk – Present in person
- J. Roger Currier, Jr. – Present in person
- Andrew Jefferson – Present via Zoom; Departed meeting at approximately 8:04 p.m.

**1. Public Comment – None**

**2. Discussion of Bylaw Article Revisions Remaining to be Completed**

Mr. Langevin presented proposed revisions to Article 30 – Alarm Bylaw. Following discussion, the committee approved these draft revisions for publication.

Mr. Robbins presented incremental revisions to Article 1 – General Provisions, primarily addressing penalty-related provisions. Following discussion, the committee approved these draft revisions for publication.

Mr. Robbins presented incremental revisions to Article 12 – Safety and Order, primarily relating to penalties and adding the option for enforcement via non-criminal disposition to several sections. Following discussion, the committee approved these draft revisions for publication.

Mr. Currier presented proposed revisions and open questions with respect to Article 4 – Town Officers, Property & Records. Incremental edits will be made based on the committee's discussion and additional feedback will be requested from the Town Administrator related to current practices for approval and custody of various types of contracts prior to being discussed further at a future meeting.

Mr. Robbins presented a draft memo to the Accessibility Advisory Commission in response to concerns he observed within the minutes of their May 18, 2023 meeting relating to the format our committee has used in proposed bylaw revisions, specifically whether the use of red and

green highlighting made these documents inaccessible for people who are color blind. The committee discussed research performed by Mr. Robbins with respect to how these formats may be perceived by people who are color blind and his suggestion to add italics to help identify added text (in addition to green highlighting). Existing text deletions are formatted with both red highlighting and the text strikethroughs. The committee will format future proposed revisions with this slight modification and is open to any additional feedback the Accessibility Advisory Commission may have.

Mr. Robbins presented a draft memo related to the expanded authorizations of the use of non-criminal disposition being considered in several proposed bylaw revisions that he prepared for circulation to the Town Administrator, Chief of Police, and other interested parties.

### **3. Begin Planning for Town Meeting**

Based on discussions with the Town Administrator, Mr. Robbins noted that the warrant for the fall town meeting was expected to close on or around September 19, 2023. The committee discussed potentially aligning warrant articles 1 through 41 with bylaw articles 1 through 41 as well as consideration of using a consent motion to combine some or all proposed bylaw revisions to streamline votes at town meeting as much as possible.

The committee also discussed initiating the process of submitting bylaw articles for which further revisions are not expected to Town Counsel for their review with a discussion of articles potentially ready for review to be held at the committee's next meeting.

### **4. Review Previous Meeting Minutes - None**

**Adjournment:** At 9:11 p.m., a motion was made by Mr. Currier to adjourn. Motion seconded by Mr. Langevin. The motion carried unanimously.

Respectfully submitted,

Brian Langevin, Clerk  
Bylaw Study Committee

Approved July 27, 2023