Article 1: To see if the Town will vote to amend Article 1.40 of the Town of Wrentham General By-Laws by deleting the word "[reserved]" and inserting new text so that Article 1.40 reads as follows:

**Article 1.40 Severability**
These by-laws and their articles, sections, sentences or clauses are hereby declared to be severable. If any article, section, sentence, or clause is adjudged invalid, it is hereby provided that the remainder of these by-laws shall not be affected thereby, and these by-laws shall remain in full force and effect, as amended from time to time, except for those provisions which are determined to be invalid.

And further to amend the General By-laws by striking out the individual severability clauses appearing at Article 5.10, § 11 (Police Department) (renumbering the remaining subsections as §§ 11 and 12); Article 5.20, § 9 (Animal Control) (renumbering the remaining subsections as §§ 9 and 10); Article 6.50, § 1.H. (DPW Solid Waste and Recycling); Article 7.11, § 14 (Earth Removal); Article 7.12, § 6 (Scenic Roads); Article 7.20, § 1.G. (Demolition of Historic or Significant Properties).

Effect on current By-Laws:

**ARTICLE 1.40. Severability [reserved]**
These by-laws and their articles, sections, sentences or clauses are hereby declared to be severable. If any article, section, sentence, or clause is adjudged invalid, it is hereby provided that the remainder of these by-laws shall not be affected thereby, and these by-laws shall remain in full force and effect, as amended from time to time, except for those provisions which are determined to be invalid.

**ARTICLE 5.10. Police Department**

**ART. 5.10. SECTION 11. Severability**
If any provision of this bylaw or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions of said bylaw nor the application of such other provisions, which can be given effect without the invalid provisions, or application thereof, and for this purpose the provisions of this bylaw are severable.

**ART. 5.10. SECTION 14. Civil Fingerprinting**

**ART. 5.10. SECTION 15. Other**

**ARTICLE 5.20. Animal Control (STM 9/26/94), (amended ATN 6-10-13, art. 25)**

**ART. 5.20. SECTION 9. Severability**
If any part of this bylaw shall be held invalid, such part shall be deemed severable and the invalidity thereof shall not affect the remaining parts of this by-law.

**ART. 5.20. SECTION 10. Applicable Statutes**

**ART. 5.20. SECTION 14. Hearings [reserved]**

**ARTICLE 6.50. DPW, Solid Waste and Recycling**
H. Severability:
If any section or subsection of these regulations is declared invalid or unenforceable for any reason, that
section shall not affect any other section of these regulations which shall remain in full force
and effect.

ARTICLE 7.11. Earth Removal [Refer also to ARTICLE 14, EARTH REMOVAL, of the Zoning By-Laws.]

ART. 7.11. SECTION 14. Severability
In the event that any provision of this by-law is ruled to be invalid, the remaining provisions shall be
deemed severable and shall remain in effect.

ART. 7.12. Scenic Roads

ART. 7.12. SECTION 6. Severability
In the case of any section, paragraph or part of this by-law for any reason is declared invalid or
unconstitutional by any court, every other section, paragraph and part shall continue in full force and
effect.

ART. 7.30. SECTION 1. Relations to Wetlands Protection Act

G. Severability
The invalidity of any section or provision of this by-law shall not invalidate any other section
or provision thereof; nor shall it invalidate any Order of Conditions which has previously
become final.

ARTICLE 7.60. Building Inspector

ART. 7.60. SECTION 2. Demolition of Historically Significant Properties (STM 10/15/01)

G. Severability
In the case of any section, paragraph or part of this by-law for any reason is declared invalid or
unconstitutional by any court, every other section, paragraph and part shall continue in full
force and effect.
ARTICLE XX: To see if the Town will vote to amend the General By-Laws as recommended by the General By-law Review Committee by the addition or amendment of the following ARTICLES to define the membership, appointing authority, and role and responsibility of existing standing committees for which by-laws do not currently exist, or take any similar action:

ARTICLE 2.15 Board of Registrars
ARTICLE 6.51 Solid Waste Recycling Committee
ARTICLE 6.80 Barn Committee
ARTICLE 6.90 Energy Committee or Energy Resources Commission
ARTICLE 7.30 Conservation Commission (to rescind ART. 7.30, Wetland Protection)
ARTICLE 7.30 Wetland Protection (to rescind as 7.31, and delete paragraph C. Effective Date)
ARTICLE 7.90 Economic Development Commission
ARTICLE 8.30 Recreation Commission
ARTICLE 8.40 Commission on Disability
ARTICLE 8.60 Cultural Council
ARTICLE 8.70 Historical Commission
ARTICLE 8.80 Elderly and Disabled Tax Aid Committee
ARTICLE 9.30 Scholarship Committee and Educational Fund Committee

ARTICLE 2.15, Board of Registrars

ART. 2.15, SECTION 1. General
A. There shall be a Board of Registrars as authorized by M.G.L., c. 51, s. 15.
B. The Board shall be comprised of the Town Clerk and three other persons who shall be appointed by the Board of Selectmen. All appointments shall be made during February or March and shall begin with April first following.

ART. 2.15, SECTION 2. Role and Responsibility
The Board shall hold sessions to register voters as provided by M.G.L. c. 51, s. 26, and take such other actions to register voters as required by statute.

ARTICLE 6.51, SOLID WASTE RECYCLING COMMITTEE

ART. 6.51, SECTION 1. General
A. There shall be a standing committee known as the Solid Waste Recycling Committee as referred to in M.G.L., c. 40, s. 8H.
B. The Committee shall consist of five (5) members who shall be appointed by the Board of Selectmen.

ART. 6.51, SECTION 2. Role and Responsibility
A. The committee shall investigate and recommend to the Board of Selectmen methods or programs to minimize long-term solid waste disposal costs for the town, while managing wastes in an environmentally sound manner.

B. The committee will also consider means for the town to remove and manage materials subject to landfill disposal restrictions from the waste stream currently being landfilled.

C. The committee will evaluate and make recommendations to the Board of Selectmen on the apparent feasibility or desirability of various alternatives for recyclable materials collection programs and marketing of recyclables.

D. The committee will conduct awareness and education programs for the town to promote participation in recycling within the Town.

(M.G.L. c. 40, s. 8H was accepted under ATM April 29, 1991, art. 38. However, Town Meeting's action did not include amending the General By-Laws.)

ARTICLE 6.80 Dam Committee

ART. 6.80, SECTION 1. General

A. There shall be standing committee known as the Dam Committee.

B. The Committee shall be comprised of seven members who shall be appointed by the Board of Selectmen.

ART. 6.80, SECTION 2. Role and Responsibility

The Committee shall study the structural conditions and other related matters pertaining to dams in the Town, and recommend to the landowner any necessary improvements, provided that there is no cost to the Town.

(ATM June 1, 1981, art. 3, Town Meeting's action did not amend the General By-Laws.)

ARTICLE 6.90 ENERGY RESOURCES COMMISSION

ART. 6.90, SECTION 1. General

A. There shall be standing committee known as the Energy Resources Commission as authorized by M.G.L. c. 41, s. 81.

B. The Commission shall be comprised of seven members who shall be appointed by the Board of Selectmen.

ART. 6.90, SECTION 2. Role and Responsibility

The Commission shall be responsible for:

i. identifying and taking advantage of opportunities (including capital outlay) to improve energy efficiency and conservation in the operation of programs by the Town, and explore alternative energy sources;

ii. provide information to citizens and public officials and promote energy efficiency, energy conservation, and renewable energy generation by the Town and by Wrentham residents to
reduce short and long-term energy costs, generate revenue, and reduce impacts on climate and the environment;

iii. develop and administer programs in conjunction with the Emergency Management Director to prepare for and manage energy emergencies; and,

iv. conduct other related energy management activities that are authorized by statute.

(ATM April 7, 1980, art. 3, Town Meeting created an Energy Committee as a standing committee, however, Town Meeting's action did not include amending the General By-Laws.)

ARTICLE 7.30. Conservation Commission

ART. 7.30. SECTION 1. General
A. There shall be a standing committee known as the Conservation Commission as authorized by M.G.L. c. 40, s. 8C.

B. The Commission shall be comprised of seven (7) members who shall be appointed by the Board of Selectmen.

ART. 7.30. SECTION 2. Role and Responsibility
The Conservation Commission shall act to protect and develop the natural resources and protect the watershed resources of the Town and perform other functions as directed or authorized by statute.

(M.G.L. c. 40, s. 8C, accepted by town meeting 6/4/62, however, Town Meeting's action did not include amending the by-laws.)

ART. 7.31. SECTION 1-A. Wetland Protection

ART. 7.31. SECTION 1-A. Purpose

ART. 7.31. SECTION 2-B. Definitions

A. The term "alter" means to change the conditions of any area subject to protection under this by-law and shall include but not be limited to one or more of the following actions upon areas described in this by-law:

B. The term "person" shall include any individual, group of individuals, associations, partnerships, corporations, business organizations, trust, estate, Commonwealth of Massachusetts when subject to town by-laws, any public or quasi-public corporation or body when subject to town by-laws or any other legal entity, including the Town of Wrentham or its legal representative, agents or assigns.

ART. 7.31. SECTION 3-C. Jurisdiction

ART. 7.31. SECTION 4-D. Exceptions

ART. 7.31. SECTION 5-F. Applications for Permits and Requests for Determination

ART. 7.31. SECTION 6-F. Fees
A. Administrative Fee
B. Consultant Fee
C. Waiver/Non-Applicability of Fees
D. Revolving Fund

ART. 7.31. SECTION 7.G. Notice and Hearings
ART. 7.31. SECTION 8.H. Burden of Proof
ART. 7.31. SECTION 9.I. Permits and Conditions
ART. 7.31. SECTION 10.J. Security
ART. 7.31. SECTION 12.K. Regulations
ART. 7.31. SECTION 13.L. Enforcement
ART. 7.31. SECTION 14.M. Appeals

P. Effective Date
This by-law shall take effect pursuant to General Laws, Chapter 40, Section 32, and shall apply to all applications filed on or after that date and to any subsequent procedures related thereto.

ARTICLE 7.90. Economic Development Commission [reserved]

ART. 7.90. SECTION 1. General
A. There shall be a standing committee known as the Economic Development Commission as authorized by M.G.L. c. 40, s. 8A.
B. The Commission shall be comprised of seven (7) members who shall be appointed by the Board of Selectmen. The term of appointment shall be five (5) years.

ART. 7.90. SECTION 2. Role and Responsibility
A. The Commission shall enhance Wrentham’s economy by investigating current economic conditions and assisting the Town with the formation and execution of appropriate economic development and marketing opportunities.
B. The Commission shall:
   i. Serve as a resource for the Town's boards, commissions, committees and staff with respect to economic development opportunities, strategic planning initiatives and other matters impacting economic development;
   ii. Coordinate economic development activities amongst such organizations; and,
   iii. Provide recommendations on specific economic development proposals when the Commission deems it to be in the best interests of Town residents to provide such a recommendation.

 Commented [m1]: Delete because this topic is covered by ARTICLE 1.40.
 Commented [m2]: Delete because it refers to an initial acceptance of the status. M.G.L. c. 40, s. 32 deals with approval of bylaws by the Attorney General.
ARTICLE 8.30. Recreation Committee - [reserved]

ART. 8.30. SECTION 1. General
A. There shall be a standing committee known as the Recreation Commission as authorized by M.G.L. c. 40, s. 34. (Arts. 3, ATM, March 7, 1966. Town Meeting’s action did not include amending the By-Laws.)

B. The Commission shall consist of nine (9) members who shall be appointed by the Board of Selectmen.

ART. 8.30. SECTION 2. Role and Responsibility
A. The Commission shall serve as advisory committee to the Selectmen and study any appropriation prior to Selectmen approval of any recreational expenditure.

B. Further, the Commission shall act as agents of the Selectmen in the following responsibilities:
   i. the operation of all recreational facilities of the town;
   ii. the expending of total Recreation Funds including Sweep Funds expended for recreation;
   iii. future planning for recreation within the town.

   (Arts. 3, ATM April 28, 1575. Town Meeting’s action amended its earlier action, but did not amend the General By-Laws.)

C. The Commission may operate self-supporting recreation and services as provided by M.G.L. c. 44, s. 53D. (M.G.L. c. 44, s. 53D accepted by Town Meeting, May 4, 1991.)

ARTICLE 8.40. Commission on Disability - [reserved]

ART. 8.40. SECTION 1. General
A. There shall be a standing committee known as the Disability Commission as authorized by M.G.L. c. 40, s. 61.

B. The Commission shall be comprised of five members who shall be appointed by the Board of Selectmen. The Board of Selectmen may vote to appoint up to four additional members, however, having done so, whenever any position remains vacant for more than sixty (60) days that position shall be discontinued without further action and may be reauthorized later by the Board of Selectmen. A majority of said commission members shall consist of people with disabilities, one member shall be a member of the immediate family of a person with a disability and one member of said commission shall be either an elected or appointed official.

ART. 8.10. SECTION 2. Role and Responsibilities
A. The Commission shall coordinate or carry out programs that are designed to bring about full integration and participation of people with disabilities in the Town.

B. The Commission shall act as a centralizing force in the Town of Wrentham by providing information, referral, guidance, coordination, and technical assistance to public and private agencies, individuals, organizations and institutions engaged in activities and programs intended to eliminate discrimination against persons with disabilities.
C. The Commission shall also take such action as the Commission considers appropriate to ensure the equal access status of persons with disabilities, including:

i. encouraging public awareness of disability issues;

ii. collaborating with other boards, committees and departments of the Town to bring about maximum participation of people with disabilities; and to assure that the services and programs of every agency of the Town of Wrentham that serves persons with disabilities are fully coordinated and delivered effectively and efficiently;

iii. initiating, promoting and monitoring legislation at the town, state and federal level which advances the equal status of people with disabilities and ensure that appropriate regulations are adopted and enforced pursuant to such legislation.

(M.G.L. c. 40, s. 81 accepted by town meeting 4/28/03, however, Town Meeting did not act to amend the General By-Laws.)

ARTICLE 8.60. Cultural Council [reserved]

ART. 8.60. SECTION 1. General

A. There shall be a standing committee known as the Cultural Council as authorized by M.G.L. c. 10, s. 58.

B. The Council shall be comprised of five (5) members who shall be appointed by the Board of Selectmen. The Board of Selectmen may vote to appoint up to seventeen (17) additional members, however, having done so, whenever any position remains vacant for more than sixty (60) days that position shall be discontinued without further action and may be reauthorized later by the Board of Selectmen.

ART. 8.60. SECTION 2. Role and Responsibility

A. The Council shall conduct activities to promote and encourage the arts.

B. The Council may decide the distribution of arts lottery funds.

ARTICLE 8.70. Historical Commission [reserved]

ART. 8.70. SECTION 1. General

A. There shall be a standing committee known as the Historical Commission as authorized by M.G.L. c. 40, s. 8D.

B. The Committee shall consist of seven (7) members who shall be appointed by the Board of Selectmen.

ART. 8.70. SECTION 2. Role and Responsibility

The Commission shall act to preserve, protect and develop the historical or archeological assets of the Town.

(M.G.L. c. 40, s. 8D was accepted under Art. 49, ATM, March 28, 1967. However, Town Meeting's action did not include amending the General By-Laws.)
ARTICLE 8.80. Elderly and Disabled Tax Aid Committee

ART. 8.80. SECTION 1. General
A. There shall be a standing committee known as the Elderly and Disabled Tax Aid Committee as authorized by M.G.L. c. 60, s. 3D. (Town Meeting, June 14, 2004)

B. The Committee shall consist of the chair of the Board of Assessors, the Treasurer, and three residents of the city or town who shall be appointed by the Board of Selectmen, and the Director of the Council on Aging or his/her designee.

ART. 8.80. SECTION 2. Role and Responsibility
The Committee shall carry out the provisions of M.G.L. c. 60, s. 3D to provide aid to elderly or disabled persons of low income to defray real estate taxes. In doing so, the Committee may seek input from the senior manager or other appropriate town departments and committees such as the Council on Aging, Veterans, and Public Health Nurses.

(M.G.L. Chapter 60, Section 3D was accepted by Town Meeting on June 14, 2004, however, Town Meeting's action did not include amending the General By-Laws.)

ARTICLE 9.30. Scholarship Committee and Educational Fund Committee

ART. 9.30. SECTION 1. General
A. There shall be a standing committee to be known as the Scholarship Committee and Educational Fund Committee as authorized by M.G.L. c. 60, s. 3C.

B. The Committee shall comprised of the Superintendent of Schools or designee thereof, and no fewer than four residents of the city or town appointed by the Board of Selectmen.

ART. 9.30. SECTION 2. Role and Responsibility
The Committee shall carry out the provisions of M.G.L. c. 60, s. 3C by selecting the recipients of and amounts of financial aid from the scholarship fund and educational fund.
ARTICLE xx: To see if the Town will vote to amend SECTION 4 the Personnel By-laws as recommended by the General By-law Study Committee to consistently define the membership, appointing authority, and role and responsibility of existing standing committees for which by-laws currently exist, or take any similar action:

Wrentham Personnel By-Laws, SECTION 4, THE PERSONNEL BOARD

4.3 Appointment; Selection; Term; Qualifications

4.3.1 Appointment — The Town Moderator and Chairs of the Board of Selectmen and Finance Committee shall vote to appoint the Personnel Board, consisting of five (5) persons, for three (3) year overlapping terms. Initial appointments to the Board under this By-law shall comprise of (2) members appointed to a three (3) year term, two (2) members appointed to a two (2) year term, and one (1) member appointed to a one (1) year term. All appointments shall be effective July 1st of each year. At least two members of the Personnel Board should be qualified by reason of their experience in human resources administration, labor law and other related field.

4.3.2 Any registered voter of the Town may be appointed to the Personnel Board, provided however, that no Town employee, Town elected official, or member of their immediate family shall be appointed.

4.3.3 Each member whose term has expired shall serve until a successor is qualified and appointed. If any member resigns or otherwise leaves office before the end of his or her full term the Town Moderator shall, in turn, notify the Personnel Board of the vacancy. The Chair of the Personnel Board shall in turn notify the Town Moderator.

4.3.4 Officers — The Personnel Board shall annually elect its own Chair, Vice Chair, and Secretary. In the absence of or incapacity of the Chair, the Vice Chair shall act as Chair.

4.3.5 Quorum — The presence of a majority of the members of the Personnel Board then in office shall constitute a quorum for the transaction of business at all meetings of the Personnel Board. The affirmative vote of a quorum shall be necessary for any official act of the Personnel Board to become effective (i.e., two of at least three members present approve a motion). If a quorum is not present at any meeting of the Personnel Board, the members may adjourn the meeting until a quorum shall be present.

4.3.6 Decision Period — Requests submitted to the Personnel Board that require their action under this By-law including required consultations concerning proposed employment agreements shall be formally addressed by the Board within 30 days of submittal. (Copies of said requests shall be concurrently submitted to the Town Administrator and the Personnel Board Chairman.)

4.3.7 Personnel Board Proceedings: The Personnel Board shall meet at least quarterly at Town Hall, unless otherwise posted on the Town Hall bulletin board, and shall keep a record of its official proceedings and actions. Subject to appropriation, the Personnel Board may retain such clerical and other assistance and make such expenditures, as all deemed necessary to accomplish the Board's mission.

Commented [m1]: Duration of term, and staggering, covered by ART. 2.40, SECTION 2. B. 2.
The sentence "initial appointments..." is incomplete.
Effective date of appointments covered by ART. 2.40, SECTION 2. B. 3.

Commented [m2]: Appointment to fill the remainder of an unexpired term is covered by ART. 2.40, SECTION 2. B. 3.

Commented [m3]: Notice of resignation covered by ART. 2.40, SECTION 2. B. 4,
"Any member...": M.G.L. c. 41, s. 109 requires notice to be submitted to the Town Clerk.
"The Chair of...": c. 41, s. 109 requires the Town Clerk to notify the executive officials of the Town.
"Unless otherwise...": redundant of c. 4., s. 109.

Commented [m4]: Election of officers covered by ART. 2.40, SECTION 2. C. 2.

Commented [m5]: The first sentence is covered by ART. 2.60, SECTION 1. The second and third sentences of this section are not necessary because they are redundant of the open meeting law. (M.G.L. c. 30A, s. 18 "quorum").
the performance of its duties.

4.3.6 The provisions of the following sections of the General By-Laws shall apply to the Personnel Board:

ART. 2.40. SECTION 2. Membership, Appointment and Organization;
ART. 2.40. SECTION 3. Removal;
ART. 2.40. SECTION 4. Operation

Commented (m6): "Quarterly meetings" deleted at suggestion of the Personnel Board.
"Minutes of its proceedings" changed to "the open meeting law.
Staff and expenditures covered by Art. 2.40, SECTION 4. C. and E."
ARTICLE xx: To see if the Town will vote to amend the General By-Laws as recommended by the
General By-law Review Committee by the addition or amendment of the following
ARTICLES to consistently define the membership, appointing authority, and role and
responsibility of existing standing committees for which by-laws currently exist, or take
any similar action:
ARTICLE 1.10 Definitions and Rules of Interpretation
ARTICLE 1.20 General Provisions
ARTICLE 2.40 Committees
ARTICLE 2.60 Meetings and Executive Session
ARTICLE 3.20, SECTION 1. Town Administrator; Duties and Responsibilities
ARTICLE 3.55 Records and Annual Reports
ARTICLE 4.30, SECTION 1. Finance Director; Duties and Responsibilities
ARTICLE 4.50, SECTION 1. G. Board of Assessors; Numbering Buildings
ARTICLE 4.80 Budget
ARTICLE 7.100 Host Community Committee

ARTICLE 1.10. Definitions and Rules of Interpretation [reserved]

A. "Ad-Hoc Committee": Any multiple-member public body of the Town of Wrentham that is formed
   for a specific task or objective and dissolved after the completion of the task or achievement of
   the objective.

B. "Committee": Any multiple-member public body of the Town of Wrentham that is established to
   serve a public purpose, whether called a board, commission, committee, or other title, and whose
   members are appointed by an elected official or officials or are designated as ex-officio by statute
   or by a Wrentham by-law.

C. "Elected Board": Any Multiple-member public body of the Town of Wrentham that is established
   to serve a public purpose, whether called a board, commission, committee, or other title, and
   whose members are elected pursuant to M.G.L. c. 41, s. 1.

D. "Ex-Officio": A member of a multiple-member public body who becomes a member by virtue of
   another position that he/she holds rather than through the regular election or appointment
   process.

ARTICLE 1.20. General Provisions

ART. 1.20. SECTION 1. Repeal or Amendment

B. Any article placed on the warrant of the annual town meeting or any other town meeting, and
   any motion that is received by the Moderator, which would have a permanent effect on the
   operation of the Town by creating a committee, board, commission or department, or by defining
   the structure or responsibilities of any committee, department or other agency of the Town,
   including acceptance or a local option statute, shall be presented as an amendment to the
   General By-Laws.

ART. 1.20. SECTION 2. Effective Date

These by-laws shall go into effect upon their acceptance by the town and their approval and
ARTICLE 2.40. Committees

ART. 2.40. SECTION 1. General

A. Town Committees may be established, and may be given responsibilities and authorities, as set forth in these Bylaws, and consistent with the laws of the Commonwealth of Massachusetts.

B. The Standing Committees shall be:
   i. Finance Committee
   ii. Capital Budget Planning Committee
   iii. Environmental Protection and Advisory Committee
   iv. Cable Advisory Committee
   v. Technical Review Committee
   vi. Town Common Landscape/Memorial Committee
   vii. Open Space Committee
   viii.Permanent Building Committee
   ix. Host Community Committee
   x. General Bylaw Review Committee
   xi. Board of Registrars
   xii. Personnel Board
   xiii. Energy Committee
   xiv. Solid Waste Recycling Committee
   xv. Dam Committee
   xvi. Board of Appeals
   xvii. Conservation Commission
   xviii. Economic Development Commission
   xix. Council on Aging
   xx. Recreation Committee
   xxi. Commission on Disability
   xxii. Cultural Council
   xxiii. Historical Commission
   xxiv. Elderly and Disabled Tax Aid Committee
   xxv. Scholarship Committee and Educational Fund Committee

C. All standing committees and ad-hoc committees of the Town, except those ad-hoc committees that are established by the Board of Selectmen, shall be established or abolished through an article in a Town Meeting warrant in accordance with ARTICLE 1.20. SECTION B.

Such article shall specifically state the committee's charge, membership and terms of office, appointing authority, and funding; also, its relationship to any current by-laws, committees, or General Laws of the Commonwealth.

Ad-hoc committees that are authorized by Town Meeting may be authorized for a period not to exceed one (1) complete fiscal year, and may be reauthorized by Town Meeting for periods not to exceed one complete fiscal year.

D. Except as otherwise provided by law, all standing committees duly established by vote of an annual Town Meeting shall continue in existence until abolished by a legal vote of some subsequent Annual Town Meeting.

ART. 2.40. SECTION 2. Membership, and Appointment and Organization
A. MEMBERSHIP

1. No person whose principal residence is not within the Town of Wrentham may be appointed by the Board of Selectmen or the Moderator to serve on any town committee, board or commission. Any member of a town committee, or of an elected board or commission, who removes from the town shall be deemed to have vacated his/her office. The provisions of this section shall not apply to any ex-officio positions or those specifically provided for by town bylaw. Any person appointed to any Town Committee or Commission must be duly sworn in by the Wrentham Town Clerk or any other state authorized authority within sixty (60) days of the date of the appointment or the appointing authority may consider that the person has declined the appointment and may appoint someone else.

B. APPOINTMENT and RESIGNATION

1. It shall be the duty of the Town Clerk to notify in writing all members of the elected boards and committees upon their election or appointment, that they may be elected or appointed at any Town Meeting, stating the name of the elected board or committee and the business for which it was elected or appointed.

2. Except as otherwise prescribed by law or by law, all personnel serving on all standing committees shall be appointed for three (3) year terms on a staggered basis and arranged so that approximately one third of the members will expire each year. All personnel serving on ad-hoc committees shall be appointed for one (1) year terms, however, whenever an ad-hoc committee is created at a special town meeting the term of the initial appointments shall conclude on June 30 of the following fiscal year, serve until the next Annual Town Meeting at which time their services shall be automatically terminated. Nothing in this by-law shall be construed as preventing the reappointment by the proper appointing authority of any individual to any Standing Committee or to any other committee the life of which has been extended for another year by vote of the Annual Town Meeting.

3. All appointed terms shall begin on July 1, however, when an ad-hoc committee is created at a special town meeting the initial appointments shall be made promptly.

4. Any member of a committee may resign at any time by giving written notice to the Town Clerk pursuant to M.G.L. c. 41, s. 109, and to the chair of the respective committee. The Town Clerk shall notify the appointing authority within seven (7) days.

5. Whenever a vacancy occurs in the membership of a committee, by reason of death, resignation, removal from the town, inability to act, or for any other reason, the vacancy shall be promptly filled by appointment for the unexpired portion of the term.

6. All members of all committees shall serve without pay.

C. ORGANIZATION

1. Each committee shall organize during its first meeting and thereafter reorganize annually during the first meeting following July 1 of each fiscal year.
ART. 2.40. SECTION 3. Removal

A. The appointing authority for any board or committee established or appointed under these By-laws may remove an appointee to such board or committee for just cause before his/her term expires. Just cause may include illegal activities, lack of meeting attendance, refusal to call meetings or conduct inappropriate to the office. Lack of meeting attendance shall mean missing three (3) or more consecutive meetings without good reason. Conduct inappropriate to the office, egregious or unprofessional behavior and/or the appointee's treatment of other town officials and the public, and may not be related to any vote or votes cast by the appointee or his/her opinion or position on any issue.

B. The appointing authority shall notify the appointee and the Chairman of said committee first verbally and then in writing by certified mail, with a copy to the Town Clerk, of his/her removal from office. If a Chairman is removed, then the appointing authority shall also notify the Co-Chairman, Vice-Chairman or the Secretary of said committee. If none exists, then notification shall be given to the remaining committee members. The removal shall be valid upon the U.S. Certified mail postmark date of the written notification.

C. An appointee removed under Paragraph B, above may appeal his/her removal within fourteen (14) days of receipt of written notification by requesting a hearing in writing to the Board of Selectmen and the Moderator. The Chairman of the Board of Selectmen shall hear the appeal for a Moderator appointment, and notify the appointee and the Moderator of the appeal date, time and location, and, the Moderator shall hear the appeal for a Board of Selectmen appointment, and shall notify the appointee and the Board of Selectmen of the hearing date, time and location within fourteen (14) days of receipt of the written appeal hearing request. The appeal hearing shall take place within thirty (30) days of the written request. The appeal shall be held in Executive Session only upon request from the appointee and a secretary shall be present to take minutes. The ruling rendered shall be final and made within four (14) days of the hearing. Written notice of the ruling shall be given to the appointee, appointing authority, Town Clerk and said committee. Where a joint appointment is made such as the Personnel Board, the removal shall be made jointly by the Board of Selectmen Chairman and the Finance Committee Chairman and the appeal shall be heard by the Moderator.

D. If the appointee requests an appeal hearing, the seat shall not be filled until the appeal
ART. 2.40. SECTION 4. Operation

A. It shall be the duty of all committees, and all elected board/elected or appointed, to make a report at the next Annual Meeting unless otherwise directed, upon matters referred to them.

B. Every committee and every elected board shall also submit an annual report of its activities to the Board of Selectmen for inclusion in the Annual Town Report, and send copies to any relevant state agencies.

C. When requested, the Selectmen shall provide a suitable place in which meetings may be held.

D. Committees may expend necessary funds subject to lawful appropriation and approval.

E. Committees and elected boards may expend such funds received as monetary grants and gifts subject to prior approval of the Board of Selectmen. Committees and elected boards may accept gifts of tangible property subject to prior approval of the Board of Selectmen.

F. Committees may, in fulfilling their role and responsibilities, employ staff or change the employment status of any person(s) employed by the committee subject to the prior approval of the Board of Selectmen or other appointing authority.

G. Committees and elected boards, in compliance with the requirement of M.G.L. c. 30A, s. 22, shall prepare and act on minutes of each meeting at the next following meeting. However, a draft of the minutes of a meeting shall be available within fourteen (14) days of the date of such meeting. Each committee and elected board shall submit copies of all minutes, except minutes of executive sessions, to the Town Clerk upon their approval. Minutes of executive sessions shall be submitted to the Town Clerk upon the determination by the committee or elected board, or its chair or designee that publication of the minutes would not defeat the purpose of the executive session.

ARTICLE 2.60. Meetings and Executive Sessions

ART. 2.60. SECTION 1. Quorum and Manner of Acting

Unless provided otherwise in these By-laws, a majority of the authorized voting members of a Town Committee, or of an elected board, shall constitute a quorum. When a quorum is present at a duly-called meeting, the affirmative vote of a majority of the voting members present and voting shall decide any question, unless otherwise provided by law or these By-laws. A written summary of all actions taken at each committee meeting shall be prepared.

ART. 2.60. SECTION 2. Exception to the "Mullin Rule"

M.G.L. c. 39, section 23D, shall apply to all public hearings conducted by any municipal board, committee or of any elected board or commission of the Town.

ART. 2.60. SECTION 3. Concession of Public Meetings

All public meetings, shall conclude no later than 11:00 pm. A committee, or an elected board/board, committee or commission may, by the affirmative vote of two-thirds of its members who are present, extend a meeting to 11:30 pm if the prompt and orderly conduct of public business so requires. Under no circumstances shall any meeting extend beyond 11:30 pm. This section shall not apply to
emergency meetings as defined in the Commonwealth's Open Meeting Law or to meetings in executive session, provided that the public vote to go into executive session is properly taken prior to the relevant deadline.

ARTICLE 3.20. Town Administrator

ART. 3.20. SECTION 1. Duties and Responsibilities

B. Be responsible for the review of accounts of, and work with department heads and committee of all departments under the jurisdiction of the Board of Selectmen in the preparation of budgets, annual and interval operating plans, and reports made to the Board and preparation of the budget for the office of the Board of Selectmen.

ARTICLE 3.55. Records and Annual Reports

ART. 3.55. SECTION 1. Records to be Maintained and Open to Any Citizen

All officers of the town shall cause records of their doings and accounts to be kept in suitable books which books shall be kept in the town office and shall be open, at all reasonable times, to the inspection of any citizen of the town under the supervision of the elected board, committee, or officers designated to keep charge thereof.

ART. 3.55. SECTION 2. Annual Report by Boards, Committees and Officers of Expenditures

Not later than the date set by the Board of Selectmen all boards of town officers, and standing committees and special committees having charge of the expenditure of town money, including grants, gifts, revolving funds, and any other funds, shall annually report in writing to the Board of Selectmen in such manner as to give the citizens a fair and full understanding of the objects and methods of such expenditures.

ARTICLE 3.60. General By-Law Review Committee

ART. 3.60. SECTION 1. General

A. There shall be a standing committee known as the General By-Law Review Committee.

B. The members of the Committee will be appointed by the Moderator, and shall be comprised of the following voting members: a member of the Board of Selectmen, a Finance Committee member, a Planning Board member, Town Clerk, and three citizens-at-large, preferably one from each precinct. Ex-officio, non-voting members shall be: Building Inspector, Police Chief, Fire Chief, and DPW Superintendent.

C. A quorum shall be three present voting members.

ART. 3.60. SECTION 2. Role and Responsibility

The purpose of the Committee is to review the existing General By-laws and make recommended changes, if any, at a future town meeting. Additionally, the Committee shall review all proposed amendments to the General By-laws which are included in a warrant article that is to be considered at any annual or special town meeting. The Committee shall report its findings and recommendations to the town meeting, and may offer a motion on such warrant article in accordance with ARTICLE 2.20, SECTION 4, of these By-laws. The members of this committee will be appointed by the Moderator for 3-year terms expiring at each annual town meeting and shall consist of the
ARTICLE 3.70. Cable Advisory Committee

ART. 3.70. SECTION 1. General

A. There is hereby established a shall be a standing committee to be known as the Cable Advisory Committee.

B. The Committee, which shall to be appointed by the Board of Selectmen, shall consisting of five (5) voting members and one (1) non-voting liaison from the Board of Selectmen, as follows: one (1) member representing the Wrentham School Committee, one (1) member representing the King Philip Regional School Committee, one (1) member nominated by and to represent Wrentham Cable Access Corporation, and two (2) members at large, each of whom shall be a subscriber to the local cable network. No person shall be disqualified from serving as a member at large by reason of being a member of Wrentham Cable Access Corporation, provided that he or she is not an officer or director of said corporation.

B. The terms of membership of the Cable Advisory Committee shall be for three (3) fiscal years and shall terminate on June 30 of the third fiscal year. The term for only one (1) member shall expire in every fiscal year divisible by three (3). The terms for two (2) members shall expire in each of the other two (2) fiscal years. In the event that any member or appointee fails to serve their entire term, their successor shall be appointed for the unexpired portion of that term.

ART. 3.70. SECTION 2. Role and Responsibility

The Committee shall:

i. monitor and advise on or make recommendation to the Town of Wrentham and to its franchising authority (the Board of Selectmen) on matters related to the current operations of those educational access, public cable access, or cable network television operations franchised by the Town, including but not limited to network and local programming, rates/fees, service and distribution and franchising compliance;

ii. play a key role in the license renewal process, including ascertaining the Town's cable needs and interests pursuant to 47 U.S.C. 446;

iii. facilitate communications and activities between the Town's cable network vendor(s), the Wrentham Cable Access Corporation, interested citizens and the franchising authority;

iv. educate municipal and school officials, community organizations and the general public about the available benefits of, and rights under, the cable license; and,

v. such other matters as the Board of Selectmen may request from time to time. With regard to the license renewal process, the Committee shall gather information and conduct necessary hearings related to system design/upgrade, consumer protection, expansion of service area, programming and local programming/access, rates and fees and other such relevant matters. The Committee may expend such funds as are necessary to pursue its charge, subject to appropriation.
ARTICLE 4.30. Finance Director

SECTION 1. Duties and Responsibilities
E. The Finance Director shall be an ex-officio member of the Finance Committee or any other committee established to advise the Town Meeting with respect to appropriations to be made. The Finance Director may designate another to attend any meeting of any such multiple member body to represent the views of the Finance Director.

ARTICLE 4.50. Board of Assessors

ART. 4.50. SECTION 1. Numbering of Buildings
G. Structures which do not meet the conditions of this by-law will not be issued an occupancy permit, or other permits under the purview of the Town of Wrentham and its associated elected boards, committees or departments. Penalties for compliance failure may include fines as prescribed in M.G.L. 149A. The Fire Chief shall issue a written warning of violation, then fines of $100 for first offense, $500 second offense, $1000 3rd offense, after the 3rd offense a civil violation will be pursued in District Court.

ARTICLE 4.60. Finance Committee

ART. 4.60. SECTION 1. General
A. There shall be a committee known as the Finance Committee as authorized by M.G.L. c. 39, s. 16.

B. The Committee shall consist of seven (7) members who are registered voters, and who shall be appointed by the Moderator. The Moderator shall, at each annual town meeting, appoint members to a committee of seven (7) registered voters which shall be known as the Finance Committee. Members shall be appointed for three (3) year terms on a staggered basis so that at least one member's term expires each year. No member of the Committee shall be an elected official, paid committee member or town employee. An employee of the Town shall be deemed to mean one whose position or employment has not been expressly classified as that of a special employee under the provisions of General Laws, Chapter 268A, Section 1. (amended 3/27/95).

B. The Moderator shall call said Committee together for organization as soon as practicable, after the appointment thereof, and in the event of his disability or failure to do so, the first named member shall call the Committee together. Said Committee shall organize by the choice of a chairman and secretary, and shall cause to be kept a true record of its proceedings.

ART. 4.60. SECTION 2. Role and Responsibility
It shall be the duty of said Committee to consider all the articles of the warrant or warrants referred to it and make report thereon in writing, with the estimates and recommendations for the final action of the Town, at the Annual Meeting, and at any Special Meeting, unless otherwise directed by vote of the Town. Said Committee shall also act as an Advisory Committee for the Town.

ARTICLE 4.70. Capital Planning- Budget Planning Committee
ART. 4.70. SECTION 1. General
A. There is hereby established a shall be a standing committee to be known as the "Capital Budget Planning Committee."

B. Such Committee shall be composed of ten (10) nine (9) members. The Town Moderator with the cooperation of the committee or Board of Selectmen, one member of the Planning Board, one member of the Finance Committee, one member of the Wrentham Elementary School Committee, one member of the King Philip Regional School Committee who shall be a resident of Wrentham as well as a registered voter, and two residents-at-large who are registered voters and hold no public office. The Town Administrator or his/her designee, and the Finance Director or his/her designee shall hold no public office. The Town Accountant shall serve is ex-officio, non-voting members. Members will serve a one-year term beginning at the Annual Town Meeting.

The initial meeting of each newly appointed Committee shall be called by the Town Moderator within 30 days of the establishment of the committee. At the initial meeting, a reorganization of officers shall be held. The officers shall consist of the Chair, the Vice-Chair, and the Clerk. Subsequent meetings of the Committee may be called by either the Chair or any four voting members.

ART. 4.70. SECTION 2. Role and Responsibility
A. The Committee shall study all proposed projects, capital investments, and improvements involving long-term assets and major projects ("Capital Expenditures") whether their acquisition would be financed by issuing debt, entering a lease, using available funds, or other means. Such expenses shall be designated as "Capital Expenditures" and are to be defined by the following criteria: 1) a useful life of at least five (5) years; and 2) have a total cost including any and all preliminary planning and design of over $10,000,000.

B. All elected boards and officials, on behalf of their departments and committees, shall annually provide to the Committee, on a format specified by the Committee, information concerning all anticipated Capital Expenditures that require town meeting action during the ensuing five years as well as any relevant documentation requested by the Committee. The board, committee, or department shall send ten complete copies of all requested information to the Chair—The Committee shall then meet to consider the relative need, timing, and cost of each of these expenditures and the effect that each will have on the financial position of the Town.

C. The Committee shall prepare a Capital Improvements Plan ("CIP") which (1) forecasts the Town's Capital Expenditures and anticipated funding mechanisms over the ensuing five-year period, and (2) recommends an annual capital budget. The CIP shall be updated and approved on a yearly basis by the Committee and presented at the Fall Special Town Meeting annual town meeting together with all articles seeking appropriations for Capital Expenditures for the upcoming fiscal year. However, nothing shall prevent the inclusion of an article seeking an appropriation for a Capital Expenditure in a warrant for a special town meeting.

D. Any proposal for capital expenditures which is not included in the CIP shall be presented to the Committee for consideration prior to the submission of the warrant article. If changes in the capital expenditures projected in the CIP for any given year are warranted or necessitated by changing financial, legal or other circumstances, the Committee shall prepare a recommendation for Town Meeting.
ARTICLE 4.80. Budget

ART 4.00. SECTION 1. Submit Date
On or before the date set jointly, by the town accountant and the chairs of the Finance Committee and Board of Selectmen in each year, the selectmen and all elected boards, committees, heads of departments or other officers authorized by law to expend money shall furnish to the Town Accountant, and to the Finance Committee chairman, detailed estimates of the amounts necessary for the proper maintenance of the departments under their jurisdiction for the ensuing financial year.

ARTICLE 4.90. Permanent Building Committee

ART. 4.90. SECTION 1. General
A. There shall be a standing committee known as the Permanent Building Committee, is hereby established, said:
B. The Committee to be appointed by the Board of Selectmen and to shall consist of seven (7) members with expertise and experience in architecture, construction, finance and other areas of expertise related to public construction, who shall be appointed by the Board of Selectmen. The committee may expend such funds for its administration and operation as are appropriated by the Town for that purpose.

in making original appointments, the Board shall appoint three (3) members for a term of three (3) years; two (2) members for a term of two years; and two (2) members for a term of one (1) year, said terms to extend to June 30th of the year in which they expire. Thereafter, before the end of each fiscal year, the Board shall appoint three (3) members or two (2) members as may be required for a term of three (3) years to fill the places of such members whose terms have expired. The Board of Selectmen shall make interim appointments as required to fill unexpired terms of any member coming to serve. The Board may remove any member for good cause.

ART. 4.90. SECTION 2. Role and Responsibility
A. Any request by any department, board, or committee having custody of Town property for the inclusion of a warrant article to appropriate funds for the construction, reconstruction or addition to Town buildings or facilities which are subject to the requirements of G.L. c. 149, §§ 44A-44J, shall have general supervision and review of the construction and completion of such project. Upon the request of any Town department, elected board or committee, or as directed by Town Meeting vote, but not otherwise, the Permanent Building Committee shall also have general supervision and review of contracts for preliminary design, final design; and construction projects not subject to G.L. c. 149, §§ 44A-44J.
B. The Committee shall oversee and supervise the design and construction of projects for construction, reconstruction, improvement, addition, or capital repair of a building (project) within its jurisdiction, including all such projects that are subject to M.G.L. c. 149, ss. 44A through 44J, including the designer selection process for the solicitation, evaluation and recommendation of a project designer, schematic design, design development, production of
construction documents, public construction bidding, contract award recommendation, and
construction administration in compliance with the General Laws. All projects shall be
developed in a manner consistent with the project goals and physical requirements
established by the elected board, committee or department (proposing agency) and the
applicable provisions of the General Laws. All solicitations for designer services and
invitations for bids for construction shall be prepared and issued by the Chief Procurement
Officer, to assure compliance with the applicable provisions of the General Laws.

Prior to the initial funding of a project, the determination shall be made whether the
Committee or the Proposing Body shall supervise the construction of a project as follows,
however, Town Meeting may specify otherwise:

1. The Committee shall supervise all projects that are estimated to cost at least $25,000,
unless the Committee and the proposing agency agree that the proposing agency shall
supervise the project.

2. The proposing agency shall supervise any project estimated to cost less than $25,000,
unless the Committee and the proposing agency agree that the Committee shall
supervise the project.

3. Notwithstanding the provisions of paragraph A, 1, the proposing agency shall supervise
all projects for which funds are appropriated within its operating budget.

B. Review and Evaluate Buildings: The Committee shall annually review and evaluate the
physical condition of all municipal and school buildings, including service equipment and
major systems. It shall report its findings and recommendations to the Town Administrator
before October 1 of each year for his/her consideration in development of the capital
improvement plan. This report shall be included in the Annual Town Report.

Each proposing agency that has custody and maintenance of any town building shall
cooperate fully with the Committee in the review and evaluation.

C. Financial Requirements and Notification:

1. Any proposing agency which intends to propose a project to Town Meeting shall provide
information regarding the project goals and the financial requirements of the project to
the Committee at least 180 days in advance of the Town Meeting at which funding of any
kind for the project will be requested. This information shall be simultaneously
submitted to the Town Administrator, the Board of Selectmen, the Finance Committee,
and the Capital Improvement Committee. The Committee shall review the information
provided to determine whether the sums requested are reasonable with respect to the
financial requirements of the project and shall report thereon.

2. Any proposing agency undertaking a project feasibility study shall inform the Committee
of the study, and provide copies of any reports that result from the study to the
Committee upon receipt.

D. Design Review:

1. A proposing agency shall submit to the Committee the design and building plans for any
project prior to seeking an appropriation by Town Meeting.

2. The Committee shall approve, disapprove, or modify the design within 30 days of the
receipt thereof. Failure to approve, disapprove, or modify the design within the 30 day
period shall constitute approval.
ARTICLE 6.60. Town Common Landscape Memorial Committee

ART. 6.60. SECTION 1. General

A. There shall be a standing committee to be known as the Town Common Landscape Memorial Committee.

A.B. This committee shall be appointed annually by the Board of Selectmen and shall consist of nine (9) members as follows: one (1) member of the Board of Selectmen to serve ex-officio; the DPW Superintendent to serve ex-officio; and seven (7) citizens at large; and one (1) associate citizen at large who shall serve in the absence of any regular appointed member of the Town Common Landscape/Memorial Committee who is unable to attend meetings of said Committee.

A. The current membership of the Ad-Hoc Town Common Landscape/Memorial Committee previously established by the Board of Selectmen shall serve as the Committee until June 30, 2001. All subsequent appointments shall be made for one (1) year terms.

ART. 6.60. SECTION 2. Role and Responsibility

The committee shall:

i. monitor and advise and/or make recommendations to the Town of Wrentham and to its authority (Board of Selectmen) on matters related to the Town Common, Sweatt Park and any other public park spaces in the center of town as well as public memorials located throughout the town including but not limited to rehabilitation, renovation or repair;

ii. gather information and conduct meetings related to rehabilitation, renovation and/or repair and other such relevant matters;

iii. facilitate communications and activities related to these matters among the following groups: Board of Selectmen, Department of Public Works, Recreation Committee, Historical Commission, Veterans' Agent, and citizens of the Town of Wrentham; and,

iv. other matters as the Board of Selectmen may request.

ARTICLE 7.20. Board of Appeals

ART. 7.20. SECTION 1. General

Powers and Duties

A. There shall be a standing committee known as the Board of Appeals as authorized by M.G.L. c. 40A, s. 12.

B. The Board shall be comprised of five (5) members who shall be appointed by the Board of Selectmen. The term of appointment shall be five (5) years.

C. The Board shall also be comprised of up to three (3) associate members who shall be appointed by the Board of Selectmen. The term of appointment shall be three years.
ART. 7.40. Open Space Committee

ART. 7.40. SECTION 1. GENERAL

A. There is hereby established in the Town of Wrentham a standing committee to be known as the "Open Space Committee."

B. Such committee shall be appointed by the Board of Selectmen, and shall consist of seven (7) full members and two (2) alternate members. Members shall be appointed for one-year terms which shall expire upon the opening session of the next Annual Town Meeting.

ART. 7.40. SECTION 12. ROLE AND RESPONSIBILITIES

A. The primary purpose of the Open Space Committee shall be to promote the preservation of land in the Town of Wrentham as Open Space.

B. Other areas of responsibility include but are not limited to the following:

   i. The Committee shall make recommendations to the Board of Selectmen regarding any parcels of land which become available to the Town under the provisions of Chapters 61, 61A, or 61B.

   ii. The Committee may make recommendations to the Town regarding the financing and facilitating of open space preservation, in the best interest of the Town.

   iii. The Committee may make recommendations to the Town regarding by-laws and zoning by-laws, as they relate to open space preservation.

ARTICLE 7.50. Environmental Protection and Advisory Committee

ART. 7.50. SECTION 1. GENERAL

The Committee shall consist of a total of nine (9) members made up from two classes as follows: (A) Municipal Government—five (5) members [one each from the following: Board of Selectmen or designee of the Board, Board of Health, Planning Board, Conservation Commission, and Solid Waste Recycling Committee]; and (B) Citizens at large—four (4) members [taken from the public-at-large and not a member of the Municipal class, as defined above]. The committee shall be appointed for one (1) year terms expiring on June 30th of each year by the Board of Selectmen. Members may serve an unlimited number of terms, subject to periodic re-appointment. By majority vote, the committee may, from time to time, add "associate members" to assist the committee in its work. These members shall have no vote, no approval authority, or be counted in fulfilling the quorum requirement. The committee shall inform the appointing authority in writing when it has made an "associate" appointment.

For purposes of this committee, a quorum will be defined as four (4) members with at least one (1) member of the Municipal class.
ART. 7.80. Technical Review Committee

ART. 7.80. SECTION 1. General

A. It is the intention of the Town that every department, Board and Committee, and their agents and employees, (boards) that are responsible for reviewing and/or acting on applications for the subdivision or development of land, especially within the business and commercial zoning districts (including but not limited to districts B1, C1, and C2), shall act expeditiously and in concert with those boards that are also reviewing and/or acting on the application.

Said boards and committees protect the Town by cooperating and collaborating with each other, communicating their findings to other affected boards on a timely basis, and giving due consideration to the findings of other affected boards so that the goals of the State Statutes and the Town's By-laws are administered in a manner that is consistent between boards. The boards shall also foster the Town's best interest by concluding their reviews and issuing their decisions in a timely manner. This practice encourages community-supported projects, preserves local resources, and maintains the standard of review. In addition, this process is intended to improve the quality of applications that are received by facilitating the process that applicants must follow by making permitting more predictable, equitable, cost effective, and efficient.
B. The Town Planner shall provide information about the function of the Technical Review Committee to all persons who seek to submit or who are submitting applications to the Planning Board for that board’s approval. The Town Planner shall provide this information in as timely a manner as possible, and shall assist any applicant or potential applicant to meet with the Technical Review Committee and access that committee’s services.

C. The Boards shall accomplish these purposes by acting jointly, as the Technical Review Committee (TRC). The TRC shall consist of seven members, including representatives of the Planning Board, Board of Health, Conservation Commission, Police Department, Fire Department, Department of Public Works and Building Inspection Department. The representatives shall be appointed by the Chairperson or head of the respective board or department.

The members of the TRC shall elect a Chairperson from among the members of the TRC. The Chairperson shall call and conduct the meetings of the TRC in compliance with the Open Meeting Law.

ART. 7.60. SECTION 2. Role and Responsibility

A. The TRC shall act only in an advisory capacity by helping development and permit applicants to identify the by-laws, requirements, rules and regulations with which they are expected to comply; and, assisting boards in the review of proposed projects by identifying the salient issues regarding projects with which the Town is rightly concerned.

B. The TRC shall:
   i. Meet with prospective permit applicants to listen to the prospective applicant’s ideas for development and share information;
   ii. Inform the prospective applicant of the Town’s by-laws, requirements, rules and regulations with which the applicant and the proposed project must conform (however, this in no way charges the applicant’s responsibility to inform himself/herself of all applicable state and local laws and requirements pertaining to his/her proposed project);
   iii. Advise prospective permit applicants of the most efficient sequence of steps that the applicant should pursue, such as determination of zoning followed by delineation of wetlands;
   iv. Assist the boards by identifying the salient issues regarding proposed development projects with which the Town is rightly concerned; and,
   v. Facilitate communication among the boards and professional staff who regulate and permit growth and land use.

ARTICLE 7.100. Host Community Committee

ART. 7.100. SECTION 1. General

There shall be a standing committee known as the Host Community Committee, hereinafter referred to as “the Committee,” which shall be charged with meeting and working with developers to minimize the financial or other impact on the Town, as the result of any proposed project(s) or development(s).

The Committee shall consist of sixteen (16) members as follows:
i. Voting Members – The Moderator shall appoint The Board of Selectmen, a Member of the Finance Committee, and three (3) citizens at-large, and The Moderator shall appoint five (5) alternate members from the citizens at-large to fill the seats of any member(s) who cannot act on a matter due to a conflict of interest, whether such conflict is personal or relates to the performance of inconsistent statutory duties.

ii. Ex-officio Non-Voting Members – The Fire Chief, the Police Chief, the Building Inspector, the Superintendent of the Department of Public Works, the Superintendent of the Wrentham Public Schools, the Finance Director or designee, and the Town Administrator. The members of the Committee shall serve without salary.

The Committee shall choose its own chairman. The Moderator shall make the appointments of the citizens at-large and fill the unexpired term(s) created by the resignation, removal from Town, death, failure to qualify, or otherwise, of a citizen appointed to the Committee. The Moderator shall make all committee/board representative appointments in cooperation with the respective chairperson.

ART. 7.100 SECTION 2. Role and Responsibility

A. The Committee shall meet and work with developers to minimize the financial or other impact on the Town, as the result of any proposed project(s) or development(s).

B. In meeting with a developer, the Committee shall consider the relative impact, benefits, and cost to the Town of the proposed development and the effect it will have on the Town in general and its financial condition. The recommendations of the Committee shall be those of a majority of the voting members of the Committee, but this shall not be construed to prevent recommendations of the minority as such.

B. The Committee shall make a report and recommendation to Town Meeting on its meeting(s) with any developer proposing a project in the community that requires a change in the Town’s Zoning By-laws, and which impacts the proposed project.

ARTICLE 8.10. Council on Aging

ART. 8.10. SECTION 1. General

A. There shall be a standing committee known as the Council on Aging, as authorized by M.G.L. c. 40, s. 88.

B. The Council shall consist of seven (7) members appointed by the Board of Selectmen. The Board of Selectmen shall appoint seven members to the Council for staggered terms of three years. The members of the council shall serve without pay.

B. Whenever a vacancy shall occur in the membership of the Council, by reason of death, resignation, inability to act or for any other reason, the vacancy shall be filled by appointment by the Selectmen for the remainder of the term.

C. The Council shall annually in April of each year, elect from its membership a President, First Vice President, Second Vice President, Secretary and Treasurer. Each officer shall hold office until the next annual election. In the event a vacancy occurs in any of the offices above, the Council shall hold a special meeting for the purpose of electing one of its members to fill such vacancy.
D. The Council shall prepare and submit an annual report of its activities to the Town Clerk; and shall send a copy thereof to the Commission on Aging.

ART. 8.10. SECTION 2. Role and Responsibility

A. There shall be a committee known as the Council on Aging, as authorized by M.G.L. c. 40, § 88, for the purpose of coordinating or carrying out programs designed to meet the problems of the aging in co-ordination with programs of the Commission on Aging established under M.G.L. c. 6, § 73.

B. Whenever the Council implements, evaluates, or significantly modifies its programs and services, it shall first obtain input from the senior manager of other appropriate town departments and committees, such as the Police Chief, Fire Chief, and Recreation Director. Such consultation and collaboration shall be to undertake to assure that the services and programs of every agency of the Town of Wrentham that serves the elderly are fully coordinated and delivered effectively and efficiently.

B. The Council may appoint such clerks and other employees as it may require.
ARTICLE xx: To see if the Town will vote to amend the General By-Laws as recommended by the General By-law Review Committee by the addition or amendment of the following ARTICLES to further define the membership, appointing authority, and role and responsibility of existing standing committees for which by-laws currently exist, or take any similar action:

ARTICLE 3.60 General By-Law Review Committee
ARTICLE 3.70 Cable Advisory Committee
ARTICLE 4.60 Finance Committee
ARTICLE 4.70 Capital Budget Planning Committee
ARTICLE 4.90 Permanent Building Committee
ARTICLE 6.60 Town Common Landscape Memorial Committee
ARTICLE 7.20 Board of Appeals
ARTICLE 7.40 Open Space Committee
ARTICLE 7.80 Technical Review Committee
ARTICLE 7.100 Host Community Committee
ARTICLE 8.10 Council on Aging

ARTICLE 3.60. General By-Law Review Committee

ART. 3.60. SECTION 1. General
A. There shall be a standing committee known as the General By-Law Review Committee.

B. The members of the Committee will be appointed by the Moderator, and shall be comprised of the following voting members: a member of the Board of Selectmen, a Finance Committee member, a Planning Board member, Town Clerk, and three citizens-at-large, preferably one from each precinct. Ex-officio, non-voting members shall be: Building Inspector, Police Chief, Fire Chief, and DPW Superintendent.

C. A quorum shall be three present voting members.

ART. 3.60. SECTION 2. Role and Responsibility
The purpose of this Committee is to review the existing General By-laws and make recommended changes, if any, at a future town meeting. Additionally, the Committee shall review all proposed amendments to the General By-laws which are included in a warrant article that is to be considered at any annual or special town meeting. The Committee shall report its findings and recommendations to the town meeting, and may offer a motion on such warrant article in accordance with ARTICLE 2.20, SECTION 4, of these By-laws. The members of this committee will be appointed by the Moderator for 3-year terms expiring at each annual town meeting and shall consist of the following voting members: a member of the Board of Selectmen, a Finance Committee member, a Planning Board member, Town Clerk, and three citizens-at-large, preferably one from each precinct. Ex-officio, non-voting members shall be: Building Inspector, Police Chief, Fire Chief, and DPW Superintendent. A quorum shall be three present voting members. This committee shall elect its own chairperson and the first meeting will be called by the previous term’s chairperson, or if that person is not reappointed, by the Moderator.

ARTICLE 3.70. Cable Advisory Committee

ART. 3.70. SECTION 1. General
A. There is hereby established a standing committee to be known as the Cable
ART. 3.70. SECTION 2. Role and Responsibility

The Committee shall:

i. monitor and advise and/or make recommendation to the Town of Wrentham and to its franchising authority (the Board of Selectmen) on matters related to the current operations of those educational access, public cable access, or cable network television operations franchised by the Tower, including but not limited to network and local programming, rates/fees, service and distribution and franchising compliance;

ii. play a key role in the license renewal process, including ascertaining the Town’s cable needs and interests pursuant to 47 U.S.C. 446;

iii. facilitate communications and activities between the Tower’s cable network vendor(s), the Wrentham Cable Access Corporation, interested citizens and the franchising authority;

iv. educate municipal and school officials, community organizations and the general public about the available benefits of, and rights under, the cable license; and,

v. such other matters as the Board of Selectmen may request from time to time. With regard to the license renewal process, the Committee shall gather information and conduct necessary hearings related to system design/upgrade, consumer protection, expansion of service area, programming and local programming/access, rates and fees and other such relevant matters. The Committee may expend such funds as are necessary to pursue its change, subject to appropriation.

ARTICLE 4.60. Finance Committee

ART. 4.60. SECTION 1. General

A. There shall be a committee known as the Finance Committee as authorized by M.G.L. c. 39, s. 16.

B. The Committee shall consist of seven (7) members who are registered voters, and who shall be appointed by the Moderator. The Moderator shall, at each annual town meeting, appoint members to a committee of seven (7) registered voters which shall be known as the Finance Committee. Members shall be appointed for three (3) year terms on a staggered basis so...
ART. 4.60. SECTION 2. Role and Responsibility

It shall be the duty of said Committee to consider all the articles of the warrant or warrants referred to it and make report thereon in writing, with the estimates and recommendations for the final action of the Town, at the Annual Meeting, and at any Special Meeting, unless otherwise directed by vote of the Town. Said Committee shall also act as an Advisory Committee for the Town.

ARTICLE 4.70. Capital Planning-Budget Planning Committee

ART. 4.70. SECTION 1. General

A. There is hereby established a standing committee to be known as the "Capital Budget Planning Committee." The Moderator with the cooperation of the committee or Board-elected board chair shall appoint the following members: one member of the Board of Selectmen, one member of the Planning Board, one member of the Finance Committee, one member of the Wrentham Elementary School Committee, one member of the King Philip Regional School Committee who shall be a resident of Wrentham as well as a registered voter, and two residents-at-large who are registered voters and hold no public office. The Town Administer or his/her designee, and the Finance Director or his/her designee, Town Treasurer, and the Town Accountant shall serve as ex-officio, non-voting members.

The initial meeting of such newly-appointed Committee shall be called by the Town Moderator within 30 days of the establishment of the committee. At the initial meeting a reorganization of officers shall be held. The officers shall consist of the Chair, the Vice Chair, and the Clerk. Subsequent meetings of the Committee may be called by either the Chair or any four voting members.

ART. 4.70. SECTION 2. Role and Responsibility

A. The Committee shall study all proposed projects, capital investments, and improvements involving long-term assets and major projects. ("Capital Expenditures") whether their acquisition would be financed by issuing debt, entering a lease, using available funds, or other means. Such expenses shall be designated as "Capital Expenditures" and are to be defined by the following criteria: 1) have a useful life of at least five (5) years; and 2) have a total cost including any and all preliminary planning and design of over $10,000.00.

B. All elected boards and officials, on behalf of their departments and committees, shall annually provide to the Committee, on a format specified by the Committee, information...
concerning all anticipated Capital Expenditures that require town meeting action during the ensuing five years as well as any relevant documentation requested by the Committee. The board, committee, or department shall send ten complete copies of all requested information to the Chair. The Committee shall then meet to consider the relative need, timing, and cost of each of these expenditures and the effect that each will have on the financial position of the Town.

C. The Committee shall prepare a Capital Improvements Plan ("CIP") which (1) forecasts the Town's Capital Expenditures and anticipated funding mechanisms over the ensuing five-year period, and (2) recommends an annual capital budget. The CIP shall be updated and approved on a yearly basis by the Committee and presented at the Fall Special Town Meeting. The annual town meeting meeting together with all articles seeking appropriations for Capital Expenditures for the upcoming fiscal year. However, nothing shall prevent the inclusion of an article seeking an appropriation for a Capital Expenditure in a warrant for a special town meeting.

D. Any proposal for a capital expenditure which is not included in the CIP shall be presented to the Committee for consideration prior to the submission of the warrant article. If changes in the capital expenditures projected in the CIP for any given year are warranted or necessitated by changing financial, legal or other circumstances, the Committee shall prepare a recommendation for Town Meeting.

ARTICLE 4.80. Budget

ART 4.80. SECTION 1. Submitted Date
On or before the date set jointly by the town accountant and the chairs of the Finance Committee and Board of Selectmen in each year, the selectmen and all elected boards, committees, heads of departments or other officers authorized by law to expend money shall furnish to the Town Accountant, and to the Finance Committee chairman, detailed estimates of the amounts necessary for the proper maintenance of the departments under their jurisdiction for the ensuing financial year.

ARTICLE 4.90. Permanent Building Committee

ART. 4.90. SECTION 1. General

A. There shall be a standing committee known as the Permanent Building Committee, hereby established, said:

B. The committee shall consist of seven (7) members with expertise and experience in architecture, construction, finance and other areas of expertise related to public construction, who shall be appointed by the Board of Selectmen. The committee may expend such funds for its administration and operation as are appropriated by the Town for that purpose.

In making original appointments, the board shall appoint three (3) members for a term of three (3) years; two (2) members for a term of two years; and two (2) members for a term of one (1) year, said terms to extend to June 30th of the year in which they expire. Thereafter, before the end of each fiscal year, the board shall appoint three (3) members or two (2) members as may be required for a term of three (3) years to fill the places of such members whose terms have expired. The board shall make interim appointments as required to fill unexpired terms of any member ceasing to serve. The board may remove any member for good cause.

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ART. 4.90. SECTION 2. Role and Responsibility

Any request by any department, board, or committee having custody of Town property for the inclusion in a warrant article of appropriate funds for the construction, reconstruction or addition to Town buildings or other parks, recreation or school facilities shall be referred by the Selectmen to the Permanent Building Committee, which shall make a report and recommendation to the Town Meeting on the proposed appropriation.

B. Unless otherwise specified by Town Meeting vote, the Permanent Building Committee, following Town Meeting approval and appropriation for any construction, reconstruction or addition to Town buildings or facilities which are subject to the requirements of G.L. c. 149, §§ 44A-44I, shall have general supervision and review of the construction and completion of such project. Upon the request of any Town department, elected board or committee, or as directed by Town Meeting vote, but not otherwise, the Permanent Building Committee shall also have general supervision and review of contracts for preliminary design, final design, and construction projects not subject to G.L. c. 149, §§ 44A-44I.

A. The Committee shall oversee and supervise the design and construction of projects for construction, reconstruction, improvement, addition, or capital repair of a building (project) within its jurisdiction, including all such projects that are subject to M.G.L. c. 149, §§ 44A through 44I, including the designer selection process for the solicitation, evaluation and recommendation of a project designer, schematic design, design development, production of construction documents, public construction bidding, contract award recommendation, and construction administration in compliance with the General Laws. All projects shall be developed in a manner consistent with the project goals and physical requirements established by the elected board, committee or department (proposing agency) and the applicable provisions of the General Laws. All solicitations for designer services and invitations for bids for construction shall be prepared and issued by the Chief Procurement Officer, to assure compliance with the applicable provisions of the General Laws.

Prior to the initial funding of a project, the determination shall be made whether the Committee or the proposing body shall supervise the construction of a project as follows, however, Town Meeting may specify otherwise:

1. The Committee shall supervise all projects that are estimated to cost at least $25,000, unless the Committee and the proposing agency agree that the proposing agency shall supervise the project

2. The proposing agency shall supervise any project estimated to cost less than $25,000, unless the Committee and the proposing agency agree that the Committee shall supervise the project.

3. Notwithstanding the provisions of paragraph A. 1, the proposing agency shall supervise all projects for which funds are appropriated within its operating budget.

B. Review and Evaluate Buildings: The Committee shall annually review and evaluate the physical condition of all municipal and school buildings, including service equipment and major systems. It shall report its findings and recommendations to the Town Administrator before October 1 of each year for his/her consideration in development of the capital improvement plan. This report shall be included in the Annual Town Report.

Each proposing agency that has custody and maintenance of any town building shall cooperate fully with the Committee in the review and evaluation.
C. Financial Requirements and Notification:
   1. Any proposing agency which intends to propose a project to Town Meeting shall provide
      information regarding the project goals and the financial requirements of the project to
      the Committee at least 180 days in advance of the Town Meeting at which funding of any
      kind for the project will be requested. This information shall be simultaneously
      submitted to the Town Administrator, the Board of Selectmen, the Finance Committee,
      and the Capital Improvement Committee. The Committee shall review the information
      provided to determine whether the sums requested are reasonable with respect to the
      financial requirements of the project and shall report thereon.
   2. Any proposing agency undertaking a project feasibility study shall inform the Committee
      of the study and provide copies of any reports that result from the study to the
      Committee upon receipt.

D. Design Review:
   1. A proposing agency shall submit to the Committee the design and building plans for any
      project prior to seeking an appropriation by Town Meeting.
   2. The Committee shall approve, disapprove, or modify the design within 30 days of the
      receipt thereof. Failure to approve, disapprove, or modify the design within the 30 day
      period shall constitute approval.
   3. Every project must be completed in accordance with a design approved by the
      Committee. Any modification of an approved design must be approved by the
      Committee before being incorporated into the project.

ARTICLE 6.60. Town Common Landscape Memorial Committee

ART. 6.60. SECTION 1. General
   A. There shall be a standing committee to be known as the Town Common Landscape Memorial
      Committee.

   B. This committee shall be appointed annually by the Board of Selectmen and shall consist
      of nine (9) members as follows: One (1) member of the Board of Selectmen to serve ex-
      officio; the DPW Superintendent to serve ex-officio; and seven (7) citizens at large; and one
      (1) associate citizen at large who shall serve in the absence of any regular appointed
      member of the Town Common Landscape/Memorial Committee who is unable to attend
      meetings of said Committee.

   C. The current membership of the Ad Hoc Town Common Landscape/Memorial Committee
      previously established by the Board of Selectmen shall serve as the Committee until June 30,
      2061. All subsequent appointments shall be made for one (1) year terms.

ART. 6.60. SECTION 2. Role and Responsibility
   The committee shall:
   i. monitor and advise and/or make recommendations to the Town of Wrentham and to its
      authority (Board of Selectmen) on matters related to the Town Common, Swett Park and
      any other public park spaces in the center of town as well as public memorials located
      throughout the town including but not limited to rehabilitation, renovation or repair;
   ii. gather information and conduct meetings related to rehabilitation, renovation and/or repair
      and other such relevant matters;
iii. facilitate communications and activities related to these matters among the following groups: Board of Selectmen, Department of Public Works, Recreation Committee, Historical Commission, Veterans' Agent, and citizens of the Town of Wrentham; and,

iv. other matters as the Board of Selectmen may request.

ARTICLE 7.20. Board of Appeals

ART. 7.20. SECTION 1. General  Powers and Duties

A. There shall be a standing committee known as the Board of Appeals as authorized by M.G.L. c. 40A, s. 12.

B. The Board shall be comprised of five (5) members who shall be appointed by the Board of Selectmen. The term of appointment shall be five (5) years.

C. The Board shall also be comprised of up to three (3) associate members who shall be appointed by the Board of Selectmen. The term of appointment shall be three years.

ART. 7.20. SECTION 2.4. Powers and Duties. Role and Responsibility

The Board of Appeals established under the Provisions of Section 14, of Chapter 40A of the General Laws shall act as the Board of Appeals for the Planning Board under the Provisions of Sections 812 through 813 of Chapter 41 of the General Laws as amended.

ARTICLE 7.40. Open Space Committee

ART. 7.40. SECTION 1. GENERAL

A. There is hereby established in the Town of Wrentham a standing committee to be known as the "Open Space Committee."

B. Such Committee shall be appointed by the Board of Selectmen, and shall consist of seven (7) full members and two (2) alternate members. Members shall be appointed for one-year terms which shall expire upon the opening session of the next Annual Town Meeting.

ART. 7.40. SECTION 4.2. ROLE AND RESPONSIBILITIES

The Committee shall have the authority to expend any funds entrusted to them, subject to any conditions attached thereto.

A. The primary purpose of the Open Space Committee shall be to promote the preservation of land in the Town of Wrentham as Open Space.

B. Other areas of responsibility include but are not limited to the following:

i. The Committee shall make recommendations to the Board of Selectmen regarding any parcels of land which become available to the Town under the provisions of Chapters 61, 61A, or 61B.

ii. The Committee may make recommendations to the Town regarding the financing and facilitating of open space preservation, in the best interest of the Town.

iii. The Committee may make recommendations to the Town regarding by-laws and zoning.
ARTICLE 7.80. Technical Review Committee

ART. 7.80. SECTION 1. General

A. It is the intention of the Town that every department, board, and committee, and their agents and employees, (boards) that are responsible for reviewing and/or acting on applications for the sub-division or development of land, especially within the business and commercial zoning districts (including but not limited to districts B1, C1, and C2), shall act expeditiously and in concert with those boards that are also reviewing and/or acting on the application.

B. The Town Planner shall provide information about the function of the Technical Review Committee to all persons who seek to submit or who are submitting applications to the Planning Board for that Board's approval. The Town Planner shall provide this information in as timely a manner as possible, and shall assist any applicant or potential applicant to meet with the Technical Review Committee and access that committee's services.

C. The Boards shall accomplish these purposes by acting jointly, as the Technical Review Committee (TRC). The TRC shall consist of seven members, including representatives of the Planning Board, Board of Health, Conservation Commission, Police Department, Fire Department, Department of Public Works and Building Inspection Department. The representatives shall be appointed by the Chairperson or head of the respective board or department.

The members of the TRC shall elect a chairperson from among the members of the TRC. The chairperson shall call and conduct the meetings of the TRC in compliance with the Open Meeting Law.

ART. 7.80. SECTION 2. Role and Responsibility

A. The TRC shall act only in an advisory capacity by helping development and permit applicants...
to identify the by-laws, requirements, rules and regulations with which they are expected to comply, and, assisting boards in the review of proposed projects by identifying the salient issues regarding projects with which the Town is rightly concerned.

B. The TRC shall:
   i. Meet with prospective permit applicants to listen to the prospective applicant’s ideas for development and share information;
   ii. Inform the prospective applicant of the Town’s by-laws, requirements, rules and regulations with which the applicant and the proposed project must conform (however, this in no way changes the applicant’s responsibility to inform himself/herself of all applicable state and local laws and requirements pertaining to his/her proposed project);
   iii. Advise prospective permit applicants of the most efficient sequence of steps that the applicant should pursue, such as determination of zoning followed by delineation of wetlands;
   iv. Assist the boards by identifying the salient issues regarding proposed development projects with which the Town is rightly concerned; and,
   v. Facilitate communication among the boards and professional staff who regulate and permit growth and land use.

ARTICLE 7.100. Host Community Committee

ART. 7.100. SECTION 1. General

There shall be a standing committee known as the Host Community Committee, hereinafter referred to as "the Committee," which shall be charged with meeting and working with developers to minimize the financial or other impact on the Town, as a result of any proposed project(s) or development(s).

The Committee shall consist of sixteen (16) members as follows:

i. Voting Members – The Moderator shall appoint three (3) citizens-at-large, and The Moderator shall appoint five (5) alternate members from the citizens-at-large to fill the seats of any member(s) who cannot act on a matter due to a conflict of interest, whether such conflict is personal or relates to the performance of inconsistent statutory duties.

ii. Ex-officio Non-Voting Members – The Fire Chief, the Police Chief, the Building Inspector, the Superintendent of the Department of Public Works, the Superintendent of the Wrentham Public Schools, the Finance Director or designee, and the Town Administrator. The members of the Committee shall serve without salary.

The Committee shall choose its own chairman. The Moderator shall make the appointments of the citizens-at-large and fill the unexpired term(s) created by the resignation, removal from Town, death, failing to qualify, or otherwise, of a citizen appointed to the Committee. The Moderator shall make all committee/board representative appointments in cooperation with the respective chairperson.

ART. 7.100 SECTION 2. Role and Responsibility

A. The Committee shall meet and work with developers to minimize the financial or other impact on the Town, as a result of any proposed project(s) or development(s).

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ARTICLE 8.10. Council on Aging

ART. 8.10. SECTION 1. General
A. There shall be a standing committee known as the Council on Aging, as authorized by M.G.L. c. 40, s. 88.

B. The Council shall consist of seven (7) members appointed by the Board of Selectmen. The Board of Selectmen shall appoint seven members to the Council for staggered terms of three years. The members of the council shall serve without pay.

C. Whenever a vacancy shall occur in the membership of the Council, by reason of death, resignation, inability to act, or for any other reason, the vacancy shall be filled by appointment by the Selectmen for the remainder of the term.

D. The Council shall annually in April of each year, elect from its membership a President, First Vice President, Second Vice President, Secretary and Treasurer. Each officer shall hold office until the next annual election. In the event a vacancy occurs in any of the offices above, the Council shall hold a special meeting for the purpose of electing one of its members to fill such vacancy.

E. The Council shall prepare and submit an annual report of its activities to the Town Clerk, and shall send a copy thereof to the Commission on Aging.

ART. 8.10. SECTION 2. Role and Responsibility
A. There shall be a committee known as the Council on Aging, as authorized by M.G.L. c. 40, s. 88; for the purpose of coordinating or carrying out programs designed to meet the problems of the aging in co-ordination with programs of the Commission on Aging established under M.G.L. c. 6, s.73.

B. Whenever the Council implements, evaluates, or significantly modifies its programs and services it shall first obtain input from the senior manager of other appropriate town departments and committees such as the Police Chief, Fire Chief, and Recreation Director. Such consultation and collaboration shall be to undertaken to assure that the services and programs of every agency of the Town of Wrentham that serves the elderly are fully coordinated and deliverable effectively and efficiently.

B. The Council may appoint such clerks and other employees as it may require.
ARTICLE xx: To see if the Town will vote to amend the General By-Laws as recommended by the General By-law Review Committee by deleting ARTICLE 7.50 Environmental Protection and Advisory Committee, and to rescind prior town meeting actions to establish the Committee for an Attractive Wrentham, or take any similar action.

ARTICLE 7.50. Environmental Protection and Advisory Committee

ART. 7.50. SECTION 1. GENERAL
The Committee shall consist of a total of nine (9) members made up from two classes as follows: (A) Municipal Government—five (5) members [one each from the following: Board of Selectmen or designee of the Board; Board of Health; Planning Board; Conservation Commission, and Solid Waste Recycling Committee]; and (B) Citizens at-large—four (4) members [taken from the public at-large and not a member of the Municipal class, as defined above]. The committee shall be appointed for one (1) year terms expiring on June 30th of each year by the Board of Selectmen. Members may serve an unlimited number of terms, subject to periodic re-appointment. By majority vote, the committee may, from time to time, add "associate members" to assist the committee in its work. These members shall have no vote, no approval authority, or be counted in fulfilling the quorum requirement. The committee shall inform the appointing authority in writing when it has made an "associate" appointment.

For purposes of this committee, a quorum will be defined as four (4) members with at least one (1) member from each class present.

The committee shall have the authority to expend any funds appropriated and/or entrusted to them, from time to time, by action either of town meeting or of the Board of Selectmen, subject to any conditions made thereto. The committee shall seek the Board of Selectmen’s approval prior to the expenditure of, or change of, employment status of any person(s) employed by the committee as part of its charge.

ART. 7.50. SECTION 2. ROLE AND RESPONSIBILITIES
Charge of the committee shall be to:

i. Advise the Board of Selectmen on the implementation of environmental recommendations contained in town-accepted reports, including the recommending of and development of proposed by-laws;

ii. Offer advice to town boards, commissions and/or committees on environmental issues;

iii. Increase environmental awareness through public education and communication. All awareness activities shall be coordinated with the municipal government body charged with the review, or regulatory responsibility and/or enforcement for that activity;

iv. Aggressively pursue outside funding sources, grants and the like, to enhance and support the town’s efforts in addressing environmental issues and education;

v. Perform the duties previously performed by the Wrentham Aquifer Protection Study Committee;

vi. Undertake research and/or address environmental and "quality of life" issues, as may be assigned by the Board of Selectmen, from time to time, on behalf of the town, and;

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Commented [m2]: If ARTICLE 7.50 is not deleted, this paragraph should be deleted because these topics are covered in proposed ART. 2.40. SECTION 4. E. and F.
vii. Report on its activities and expenditures (if any) at least annually to citizens.