



Town Charter
Committee

Quick Update

January 9, 2025

Status of Everything

- A complete first draft is almost completed
 - Just incorporating the last reviewer edits
 - Additional (marginal) edits based on speakers we have had address us
 - Would like input on some language from the town counsel
 - This really should not impact our deliberations
- Will have public facing draft posted before our meeting on January 28th
 - Will have copies to committee members at least 48 hours in advance of our meeting



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Current Organization

- PREAMBLE
- ARTICLE 1 EXISTENCE AND AUTHORITY
- ARTICLE 2 ADMINISTRATIVE ORGANIZATION OF MARBLEHEAD TOWN GOVERNMENT
- ARTICLE 3 TOWN MEETING (Legislative)
- ARTICLE 4 SELECT BOARD (Executive)
- ARTICLE 5 ELECTED BOARDS, COMMITTEES, COMMISSIONS AND OFFICIALS
- ARTICLE 6 APPOINTED BOARDS, COMMISSIONS, AND COMMITTEES
- ARTICLE 7 APPOINTMENTS, VACANCIES, RESIGNATIONS, REMOVALS, AND RECALLS
- ARTICLE 8 ESTABLISHMENT AND OPERATION OF TOWN BOARDS, COMMITTEES, AND COMMISSIONS
- ARTICLE 9 FINANCES AND FISCAL PROCEDURES
- ARTICLE 10 ELECTIONS
- ARTICLE 11 GENERAL PROVISIONS



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Version Control

- The public draft will use capital letters for version control
 - E.g. “Version A”
 - Will be a full copy of all the smaller sections we’ve worked on
 - Including Section Version numbers, annotation, and end of section notes
- We will continue to do our deliberations by the (smaller) section or article pieces we’ve been doing
 - Version number changes any time any edit is made to a document
 - Amy and Sean will ALWAYS have a running record of what is the most current version of any piece of the draft charter



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Initial Plans for Review

- The initial plan is to work through the draft charter in order
 - Article 1, then Article 2, then Article 3, etc.
 - Might “review” but not “edit” Article 2 in this process
- Given the volume of information in Articles 5 and 6, Sean and Amy are still discussing what is the most efficient way to go through these articles
- As a general rule, we would like to have “nothing new” brought forward 48 hours or less before a meeting
- As we get closer, we may refine the process for reviewing and editing drafts



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Anything You Can Be Doing in the Meantime...

- When we get to it, Article 6 will have deliberations on two levels
 - The draft proposes a “write up” on nine (9) appointed boards/committees/commissions out of 53 (at last count)
 - This is significantly more coverage than in most charters
- Therefore, at a higher level we need to consider:
 - Is this too much? (maybe take some out)
 - Are there missing boards you think should be included?



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Current Sections in Article 6

- 6.1 Board of Appeals (Zoning)
- 6.2 Board of Registrars
- 6.3 Capital Planning Committee
- 6.4 Conservation Commission
- 6.5 Council on Aging Board
- 6.6 Design Review Board
- 6.7 Finance Committee
- 6.8 Harbors and Waters Board
- 6.9 Old and Historic Marblehead Districts Commission
- 6.10 Other Boards, Committees, and Commissions



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