



## Fairhaven Town Clerk Study Committee February 20, 2018 Meeting Minutes

**Present:** Chairperson Ann Richard, Clerk Anne O'Brien, Mark Badwey, Vice Chairperson Bernard Roderick, Carolyn Hurley, Bryan Wood.

**Absent:** Phil Washko and Kyle Bueno.

Ms. Richard called the meeting to order in the Town Hall East Room at 5:00 p.m. The meeting was video recorded by the Cable Access Department.

### MINUTES

The Committee reviewed the minutes of the January February 12, 2018 meeting. Ms. Hurley motioned to approve the minutes. Mr. Wood seconded. Vote was unanimous. (6-0).

### TOWN CLERK RETIREMENT

Ms. Richard said that the currently seated Town Clerk has announced her intentions to retire early in June of 2018, leaving her term before the next election. Ms. Richard spoke with the Town Administrator and Town Counsel, and this change in plans has not changed the charge of the Town Clerk Study Committee.

### POWERPOINT

The Committee reviewed a draft PowerPoint presentation, as prepared by Ms. Richard, and the amended "pro-con" listing of the elected/appointed Town Clerk position (see Attachment A).

The Committee discussed the format of the upcoming forum, and agreed that the chairperson would give the presentation. The presentation will focus on the history of the Town Clerk position, its role and responsibilities, a brief overview of elected and appointed differences, and then give the public a chance to comment.

At 5:59 p.m., Ms. Hurley motioned to adjourn. Mr. Wood seconded. Vote was unanimous. (6-0).

Respectfully,

*Anne O'Brien*

Anne O'Brien  
Clerk – Human Resources Director  
Minutes approved 03/12/2018