



Town of Bourne Select Board Policy Subcommittee



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24 Perry Ave, Bourne, MA 02532

Public Meeting Minutes

Members Present: Chair Mary Jane Mastrangelo; Clerk Anne-Marie Siroonian

Staff Present: Town Administrator Marlene McCollem; Administrative Assistant Maria Simone

CALL MEETING TO ORDER

The Bourne Select Board Policy Sub-Committee Public Meeting was called to order at approximately 3:00 p.m. on **Thursday, October 5, 2023** and was held in person at Bourne Town Hall – 2nd Floor Conference Room at 24 Perry Ave, Bourne MA.

RECEIVED
2023 OCT -4 AM 11:24
TOWN CLERK BOURNE

1. APPROVAL OF MINUTES

- a. September 14, 20223

Motion: To move the Select Board Policy Sub-Committee to defer the September 14, 2023 minutes to the next meeting.

Motion by: Mastrangelo

Seconded by: Siroonian

Vote: Yea – 2 Nay - 0 Abstain -0

2. SELECT BOARD POLICY SUBCOMMITTEE WORKSHOP

- a. Rules of Procedures

General discussion on responsibilities of the Chair in terms of Town Meeting. The Select Board Chair, Town Administrator, and Moderator should coordinate the process, logistics, and presentations of Town Meeting. Discussion continued on the overall process of Town Meeting and the need for roles and responsibilities to be clearly defined. It is determined that the “Rules of Procedures” is now ready for a third, and potentially final, reading before the Select Board. Additionally, the “Rules of Procedures” will be sent to Town Counsel for review.

- b. Policies currently under review and priorities

The next policies to be reviewed are road acceptance, curbside pickup, and special events. It is mentioned a draft road acceptance checklist and guidebook are presently being worked on by Tim Lydon, engineering department. A quick talk about the things that need to be improved for a new curbside pickup program.

3. NEXT MEETING DATE

- a. October 26 at 2:30 pm

4. FUTURE AGENDA ITEMS

Special Events Policy

5. ADJOURN

Motion: To move to adjourn the meeting at 4:27 pm

Motion by: *Mastrangelo*

Seconded by: *Siroonian*

Vote: *Yea – 2 Nay - 0*

Respectfully submitted,

Maria Simone

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Administrative Assistant