

Salem 2009 Charter Commission's Summary of Minutes

#	Date	Summary of minutes	Start	Stop
1	18-Jun	Organizational Meeting	7:00	8:09
2	2-Jul	Public Discussion - 7 speakers	7:00	8:06
3	9-Jul	Presentation on Legal Aspects of Municipal Charters by Legal Services Counsel; discussion of options	7:00	10:00
4	23-Jul	Draft rules of Order; assignments (obtain charters of other towns); discussion how committee is leaning	7:00	8:30
5	6-Aug	Distribution of Charters of 10 other committies. Develop Detailed Plan & Schedule. Discussion & Comments. Agreement: town council, official ballot	7:00	9:20
6	13-Aug	Amended and adopted Charter Commissions Rules of Order; begin process of determining provision of Charter. Assign tasks	7:00	9:24
7	27-Aug	Review reports and task actions taken. At-large/wards. Elected vs appointed positions. # of councilors, effective date. Review Londonderry Charter as amended for Salem.	7:00	9:32
8	17-Sep	Discussion. Agreed: Amendments to current charter by Select Board; obtain legal council. Discussed Municipal Budget committee. Continue with edited draft of Londonderry Charter. (Finance, budget dates, citizens petition with monetary value.	7:00	8:56
9	24-Sep	Response to Legal Opinions. Discuss wards, number of councilors, (9 councilors, 6 wards, 6 by ward, 3 at-large, 2-year terms, alternating and staggered). Discussed budget committee and first deliberative session. Review edited version of the draft charter. Articles assigned. Discussed how Budget Comm changes would affect School District.	7:00	8:38
10	1-Oct	Review budget questions. Agree to adopt an RSA 32 Budget Committee, no deliberative session. Town Council to to prepare Default Budget. Ballot questions. Discussion re: reconsidering # of councilors because of budget decision. (failed). Approved: Official Ballot Town Council (RSA 49-D:3,I-a.) ; agreement re: vacancies; Councilors' quorum = 5; residency requirements for Councilors (1 year in Salem, district councilors in their district); annual municipal election date (2nd Tuesday in March). Discuss Article 6 (Conduct of Officials) and Article 10 (Transitional Provisions).	7:00	9:46
11	22-Oct	Concern expressed about running out of time. ID areas of agreement & those needing more work/resolution. Approved Articles 1, 2, 7, and parts of 3 and 5. Some were amended.	7:00	10:10
12	29-Oct	Continuation of Draft Charter Review. Approved Article 8, 9, 10 with amendments. Approved Article 4.2 with amendment. Stalled on parts of articles 3 & 5.	6:00	8:17
13	5-Nov	Review of Preliminary Report. Review latest version of Draft charter. Motion to submit failed. Motion to changes passed 7:2.	6:00	8:30

Agenda of Merrimack Charter Commission 2005

	Date	Highlighted Agenda Item / Meeting Purpose https://charter.merrimacknh.org/
1	12-Jul	Organizational Meeting
2	19-Jul	Organizational Items / Procedures
3	26-Jul	Public Hearing
4	2-Aug	Q&A with Seasoned Municipal Managers
5	9-Aug	Q&A with Officials who have Charter Experience from Other New Hampshire Municipalities
6	16-Aug	Forms of Government Overview Reports: INVITED: Planning Board, Zoning Board of Adjustment, Conservation Commission, Ethics Committee, and Cable Television Advisory Committee
7	23-Aug	Forms of Government Overview Reports: INVITED: School Board, Village District Commissioners, Town Clerk, Supervisors of Checklist, Town Moderator, Library Trustees, and Board of Selectmen
8	13-Sep	Public Hearing
9	20-Sep	Draft Articles I & II – Incorporation & Elections
10	27-Sep	Draft Articles IV & V – Ordinances & Administrative and Judicial Boards
11	4-Oct	Draft Article III – Governing Board
12	11-Oct	Draft Article VI – Administration of Government; Draft Article IX – Citizen Initiatives
13	13-Oct	Commission to Address Any Uncompleted Articles Discussed To Date
14	18-Oct	Draft Article VII – Finance ... Draft Article VIII – Conduct of Officials/Ethics
15	25-Oct	Draft Article X – General Provisions
16	1-Nov	Draft Article XI – Transitional Provisions
17	8-Nov	Public Hearing
18	15-Nov	Review Draft Charter
19	22-Nov	Review Draft Charter
20	30-Nov	Review Draft Charter / Draft Report
21	6-Dec	Review Draft Charter / Draft Report
22	13-Dec	Review Draft Charter / Draft Report
23	14-Dec	Review Draft Charter / Draft Report

Proposed Agenda by Rep. Joe Sweeney

1	16-May	Organizational Meeting
2	30-May	Presentation from NHMA, one from a Town Council & one from a City Council
3	13-Jun	1st Public input session
4	27-Jun	Public Workshop, discuss pros and cons of Town Council vs City; informal vote on direction
5	18-Jul	2nd Public Input Session.
6	1-Aug	Draft proposed Charter, ending with a working draft of proposed Charter
7	15-Aug	3rd Public Input Session to review working draft.
8	27-Aug	Saturday. 4th and final public input
9	5-Sep	Final vote on proposed charter. Majority and Minority report. Send to attorney
	19-Sep	File the preliminary report with the town clerk, Secretary of State, attorney general and Commissioner

Salem's Agenda Worksheet

Week #	Week of	Date	Agenda
1	16-May	17-May	Organizational Meeting. Elect officers.
2	23-May	25-May	Presentation from NH Municipal Association.
3	30-May	2-Jun	Listen to guests from other towns. Bylaws. Survey plans. Set schedule
4	6-Jun		
5	13-Jun		
6	20-Jun		
7	27-Jun		
8	4-Jul		
9	11-Jul		
10	18-Jul		
11	25-Jul		
12	1-Aug		
13	8-Aug		
14	15-Aug		
15	22-Aug		
16	29-Aug		
17	5-Sep		
18	12-Sep		
19	19-Sep		
20	26-Sep		
21	3-Oct		
22	10-Oct	15-Oct	

Salem 2009:

13 meetings

minus one public discussion = 12 drafting sessions

2009 preliminary report: 9 pages.

Charter Draft: 32 pages.

Ran out of time

Edited to add: Apparently there were 4 more meetings, but minutes don't appear to exist for them.

Merrimack 2005 <https://charter.merrimacknh.org>

23 meetings scheduled on Agenda prior to filing (+11 after, primarily public awareness)

44 dates of minutes from meetings and subcommittee meetings

minus 3 public input meetings (2 required by law) = 21 drafting session

Joe Sweeney's Proposal:

May 16-Sept 19: 9 meetings

minus 4 public input sessions = 5 drafting session

End with working draft after 6th session (public input sessions at meetings #3 and 5)