

Approved 7/13/2021



## TOWN OF WILMINGTON

121 GLEN ROAD  
WILMINGTON, MA 01887

THE OFFICE  
OF TOWN CLERK

VOICE (978) 658-2030  
FAX (978) 658-3334

**Minutes**  
**Bylaw Review Committee**  
**Tuesday, June 29, 2021 - 4:30 p.m.**  
**Wilmington Town Hall**

**121 Glen Road, Wilmington, MA – Auditorium (moved to Room 9 due to extreme heat)**

### 1. Call Meeting to Order

The meeting was called to order at 4:37 p.m. Present were committee members Robert Peterson, Jr. (Chair), Gary DePalma, John Romano, Michael McCoy, Christine Touma-Conway.

### 2. Begin Review of Editorial and Legal Analysis – all questions are referenced to the General Code Editorial and Legal Analysis

At the outset, Mr. Romano pointed out that he only saw one instance of General Code taking the recommendations of the 2018 iteration of the Bylaw Review Committee into consideration. He said he believed the plan was to have those recommendations included in the General Code Editorial and Legal Analysis, and he was concerned that they didn't appear to be. Ms. Touma-Conway was directed to inquire of General Code how that 2018 redlined draft of the current Inhabitant Bylaws was incorporated into its recommendations.

The Committee began its review of the questions presented in the Editorial and Legal Analysis (applicable pages attached). Each question was read by a committee member, who provided what they believed the response should be, and the Committee either agreed individually or discussed.

|                    |                               |
|--------------------|-------------------------------|
| QUESTION #:        | 1-001                         |
| READER:            | Mr. Peterson                  |
| PROPOSED RESPONSE: | Add proposed section as shown |
| DECISION:          | Committee in agreement        |

|                    |                               |
|--------------------|-------------------------------|
| QUESTION #:        | 1-002                         |
| READER:            | Mr. DePalma                   |
| PROPOSED RESPONSE: | Add proposed section as shown |
| DECISION:          | Committee in agreement        |

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| QUESTION #:        | 1-003  |
| READER:            | Mr. Romano   |
| PROPOSED RESPONSE: | Standardize spelling to “bylaw”  |
| DECISION:          | Committee in agreement   |
| QUESTION #:        | 1-004  |
| READER:            | Mr. McCoy  |
| PROPOSED RESPONSE: | Standardize to the singular form “Zoning Bylaw”                              |
| DECISION:          | Committee in agreement   |
| QUESTION #:        | 1-005  |
| READER:            | Mr. Peterson   |
| PROPOSED RESPONSE: | Change 780 CMR 1-22 inclusive to “780 CMR”                                   |
| DECISION:          | Committee in agreement   |
| QUESTION #:        | 1-006  |
| READER:            | Mr. DePalma  |
| PROPOSED RESPONSE: | Revise as suggested  |
| DECISION:          | Committee in agreement   |
| QUESTION #:        | 1-007  |
| READER:            | Mr. Romano   |
| PROPOSED RESPONSE: | Standardize format for citations of the Massachusetts General Laws           |
| DECISION:          | Committee in agreement   |
| QUESTION #:        | 1-008  |
| READER:            | Mr. McCoy  |
| PROPOSED RESPONSE: | Do not revise  |
| DECISION:          | Committee in agreement   |
| QUESTION #:        | 1-009  |
| READER:            | Mr. Peterson   |
| PROPOSED RESPONSE: | Revise to read “forfeit and pay a fine not exceeding \$300 for each offense” |
| DECISION:          | Committee in agreement   |
| QUESTION #:        | 1-010  |
| READER:            | Mr. DePalma  |
| PROPOSED RESPONSE: | Do not revise  |
| DECISION:          | Committee in agreement   |
| QUESTION #:        | 1-011  |
| READER:            | Mr. Romano   |
| PROPOSED RESPONSE: | Delete §1-10; seek Town Counsel input  |
| DECISION:          | deferred   |

QUESTION #: 1-012  
READER: Mr. McCoy  
PROPOSED RESPONSE: Revise as suggested  
DECISION: Committee in agreement

QUESTION #: 8-001  
READER: Mr. Peterson  
PROPOSED RESPONSE: none: seek from General Code the reason for this recommendation. At this point, the Committee seemed to believe that the reason this question was placed into the Editorial Analysis was because of the 2018 Committee recommendation. Seeks to clarify this.  
DECISION: Deferred

QUESTION #: 15-001  
READER: Mr. Peterson  
PROPOSED RESPONSE: Change “Elderly Services Commission” to “Council on Aging”  
DECISION: Committee in agreement

QUESTION #: 19-001  
READER: Mr. DePalma  
PROPOSED RESPONSE: none; seek from General Code the reason for this recommendation  
DECISION: Deferred

QUESTION #: 24-001  
READER: Mr. Romano  
PROPOSED RESPONSE: Update “Chairman” to “Chair” throughout bylaws  
DECISION: Committee in agreement

QUESTION #: 24-002  
READER: Mr. McCoy  
PROPOSED RESPONSE: Revise as suggested  
DECISION: Committee in agreement

QUESTION #: 24-003  
READER: Mr. Peterson  
PROPOSED RESPONSE: Delete the last sentence in §24-2  
DECISION: Committee in agreement

QUESTION #: 24-004  
READER: Mr. DePalma  
PROPOSED RESPONSE: seek Town Counsel input; currently the FinCom makes recommendations on all articles. Question as to whether the FinCom currently exceeds its authority and given that practice, whether the provision should be revised to fit current practice.  
DECISION: Deferred

QUESTION #: 50-001  
READER: Mr. McCoy  
PROPOSED RESPONSE: Update wording to reflect current title  
DECISION: Committee in agreement

QUESTION #: 50-002  
READER: Mr. Peterson  
PROPOSED RESPONSE: Use wording indicated from 2018 Bylaw Review Committee; however, consult with Police Chief  
DECISION: Deferred

Once the question review was paused, the Committee revisited Mr. Romano's comment from the beginning of the meeting to acknowledge that there had been more incorporation of 2018 Bylaw Review Committee recommendations in the Editorial Analysis than originally believed. The Committee directed Ms. Touma-Conway to contact General Code to see if there was a possibility of setting up a meeting with its representative to delve farther into the interplay between the General Code Editorial Analysis and the 2018 Bylaw Committee recommendations.

### **3. Schedule next meeting**

The Committee discussed the initial response by the Board of Selectmen to its invitation to attend a meeting, either as a board or individually. Based on the feedback that the 4:30 start time was too early for some members to attend, Mr. Peterson suggested that the Committee meet at 4:30 for its next meeting and continue its work, and that it revise its invitation to the Board of Selectmen to a 5:45 p.m. appointment.

The Committee also agreed that the Board of Selectmen should be provided with copies of the Editorial Analysis prepared by General Code before the next meeting so Selectmen could have a sense of the scope of the project ahead. Mr. Romano also suggested, with agreement of the Committee, that the Board of Selectmen be advised of the re-organization and re-numbering of the bylaws into General Code's uniform system.

Finally, Ms. Touma-Conway was directed to consult with the Town Manager about how and when to involve Town Counsel in the process to obtain advice regarding the proposed changes.

The Committee determined that the next meeting would be scheduled for Tuesday, July 13, 2021 at 4:30 p.m. with a 5:45 p.m. appointment for the Board of Selectmen, to advise them of the scope of the project and methodology being used in its decision-making.

### **4. Adjourn**

Mr. DePalma made a motion to adjourn, seconded by Mr. McCoy.

The meeting adjourned at 6:07 p.m.

**Respectfully submitted,**

**Christine R. Touma-Conway**  
**Town Clerk**

Question 1-001

Chapter 1 General Provisions

In 2018 the Bylaw Review Committee recommended that a section be added to Chapter 1 to allow the Town Clerk to make revisions to the numbering of bylaws; the text of the proposed section is included below. We also recommend that this section be added; many of our town clients in Massachusetts have adopted similar wording. It will make it easier to maintain the new Town Code going forward if minor, nonsubstantive changes to the numbering can be made so that new material and amendments can be added to the Code in the proper location. The proposed wording applies to numbering changes only; it does not authorize changes to the text of the bylaws.

Proposed section: Editorial revisions.

The Town Clerk is authorized to assign appropriate numbers or letters to bylaw sections, subsections, paragraphs and subparagraphs where none are approved by Town Meeting; and if such numbering or lettering is approved by Town Meeting, to make nonsubstantive editorial revisions to the same to ensure consistent and appropriate sequencing and numbering; and to make nonsubstantive editorial revisions to references regarding such numbering or lettering as contained within the bylaws to ensure accuracy and conformity. All such editorial revisions shall be identified with a footnote which describes the revision and the reason therefor.

**Pick one option from list below**

☐ Add proposed section as shown.

☐ Revise as follows:

☐ Do not add this section.

☐ Defer decision until after Code publication.

Question 1-002

Chapter 1 General Provisions

We also recommend adding wording to Chapter 1 to specify that the section titles (captions) in the bylaws are not part of the law. As part of the reorganization and renumbering of the bylaws we (General Code) will be adding titles where none were provided and modifying existing titles. The section titles will be used in the creation of the Index in the new Code and so it is important that they are concise and clearly indicate the subject matter of the section. These titles are not part of the law and can be changed without formal amendment. To make this clear the following section could be added to Chapter 1:

Proposed section: Titles, headings and captions.

Titles, headings and captions are for reference only and are not substantive provisions of the bylaws. They are not legally adopted parts of the bylaws as voted by Town Meeting.

**Pick one option from list below**

☐ Add proposed section as shown.

☐ Revise as follows:

☐ Do not add section.

☐ Defer decision until after Code publication.

Question 1-003

Chapter 1 General Provisions

§ 1-1 Effect on existing bylaws and regulations: title.

The term "bylaw" is spelled both with and without a hyphen in the Inhabitant Bylaws, as "bylaw" and "by-law." We recommend taking this opportunity to standardize the spelling of this term. It is our standard practice to spell the term "bylaw" as one word, per the dictionary definition of this term, so "by-law" and "by-laws" would be changed to "bylaw" and "bylaws," respectively. In response to the Organizational Analysis the Town indicated that this change would be acceptable. We would like to confirm this decision.

**Pick one option from list below**

☐ Standardize spelling to "bylaw."

☐ Standardize spelling to "by-law."

☐ Do not revise.

☐ Defer decision until after Code publication.

Question 1-004

Chapter 1 General Provisions

§ 1-1 Effect on existing bylaws and regulations: title.

The Zoning Bylaw is referred to as both plural, "Zoning By-Laws," as in this § 1-1, and singular, "Zoning Bylaw." See for example § 280-2B, which refers to the "Town of Wilmington Zoning Bylaw." The Zoning Bylaw is typically considered a single piece of legislation, and we recommend changing references to the "Zoning Bylaws" to "Zoning Bylaw."

**Pick one option from list below**

- ☐ Standardize to the singular form, "Zoning Bylaw."
- ☐ Standardize to the plural form, "Zoning Bylaws."
- ☐ Do not revise.
- ☐ Defer decision until after Code publication.

Question 1-005

Chapter 1 General Provisions

§ 1-1 Effect on existing bylaws and regulations: title.

Section 1-1 refers to the State Building Code as "780 CMR 1-22." We question whether this reference should be revised to read simply "780 CMR." The current State Building Code in 780 CMR consists of modified versions of several codes published by the International Code Council. See <https://www.mass.gov/handbook/ninth-edition-of-the-ma-state-building-code-780>.

**Pick one option from list below**

- ☐ Change "780 CMR 1-22 inclusive" to "780 CMR."
- ☐ Revise as follows:
- ☐ Do not revise.
- ☐ Defer decision until after Code publication.

Question 1-006

Chapter 1 General Provisions

§ 1-2 Effect of repeal.

**Code Content:**

*[§ 1-2] These by-laws and the repeal of all by-laws or regulations heretofore in force shall not affect any act done, any right accrued, any penalty or liability incurred or any suit, prosecution or proceeding pending at the time when these by-laws take effect, nor shall the repeal of any by-law or regulation thereby have the effect of revising any by-law or regulation previously repealed or suspended.*

In § 1-2 the word "revising" is incorrect and should be "reviving": "nor shall the repeal of any by-law or regulation thereby have the effect of ~~revising~~ reviving any by-law or regulation previously repealed or suspended."

**Pick one option from list below**

- ☐ Revise as suggested.
- ☐ Revise as follows:
- ☐ Do not revise.
- ☐ Defer decision until after Code publication.

Question 1-007

Chapter 1 General Provisions

§ 1-3 Power to license or permit; fees.

**Code Content:**

*[§ 1-3] When in a by-law anything is prohibited from being done without license or permission from a certain officer, board or commission, such officer, board or commission shall have the power to license or permit such thing to be done unless otherwise provided by law or by some by-law. Each municipal department, board or office shall, pursuant to chapter 40, section 22F of the general laws of the Commonwealth, from time to time fix or set reasonable fees for the issuance of all licenses, permits or certificates issued pursuant to statutes, regulations or bylaws by any municipal board, commission, or officer empowered to issue a license, permit, or certificate, within any limitations that may be imposed by statute, provided however that such fees shall take effect upon approval by the Town Manager and the Board of Selectmen.*

It is our standard practice to present references to the Massachusetts General Laws in the following format: MGL c. 40, § 22F. Standardizing these citations makes them easier to read and to locate, allowing searches on "MGL." Is it acceptable for references to the Massachusetts General Laws which appear in the bylaws to be changed to this format?

**Pick one option from list below**

- ☐ Standardize format for citations of the Massachusetts General Laws.
- ☐ Revise as follows:
- ☐ Do not revise.
- ☐ Defer decision until after Code publication.



Question 1-008

Chapter 1 General Provisions  
§ 1-5 General penalty for bylaw violations.

**Code Content:**

*[§ 1-5] Whoever violates any of the provisions of these by-laws whereby any act or thing is enjoined or prohibited, shall, except as otherwise provided in these by-laws, forfeit and pay a fine of \$300 for each offense.*

Section 1-5 provides that a violation of the bylaws, where no other penalty is provided, will be subject to a fine of \$300. This penalty is still consistent with the maximum fine authorized for bylaw violations by MGL c. 40, § 21. It is also set at a specific amount, which would allow the noncriminal disposition procedure to be used. No revision would appear to be needed in this section.

**Pick one option from list below**

- ☐ Revise as follows:
- ☐ Do not revise.
- ☐ Defer decision until after Code publication.

Question 1-009

Chapter 1 General Provisions  
§ 1-6 Penalty for failure to obey order.

**Code Content:**

*[§ 1-6] Whoever shall refuse or neglect to obey any lawful order of any Town officer or board of Town officers, issued under any of these by-laws, directed to him and properly served upon him, shall in cases not otherwise provided for, forfeit and pay for every offense a fine not exceeding \$300 for each offense. Each day of a continuing refusal or neglect to obey such a lawful order shall constitute a separate offense.*

In § 1-6 the wording "for every offense...for each offense" is redundant. This wording could be revised to read "forfeit and pay a fine not exceeding \$300 for each offense." If the Town wants to use the noncriminal disposition procedure for these types of violations, the fine would need to be set at a specific amount.

**Pick one option from list below**

- ☐ Revise to read "forfeit and pay a fine of \$300 for each offense."
- ☐ Revise to read "forfeit and pay a fine not exceeding \$300 for each offense."
- ☐ Revise as follows:
- ☐ Do not revise.
- ☐ Defer decision until after Code publication.

Question 1-010

Chapter 1 General Provisions

§ 1-9 Review of bylaws.

**Code Content:**

*[§ 1-9] The Revised By-Laws of the Inhabitants of the Town of Wilmington shall be reviewed by a committee appointed for that purpose every 10 years.*

Section 1-9 provides for a review of the bylaws every 10 years by a committee. Should any addition information about this committee be included, such as the number of members and how it is appointed?

**Pick one option from list below**

☐ Revise as follows:

☐ Revise as follows: (revisions attached).

☐ Do not revise.

☐ Defer decision until after Code publication.

Question 1-011

Chapter 1 General Provisions  
§ 1-10 Prosecutions for violations of bylaws.

**Code Content:**

*[§ 1-10] Except when otherwise provided by law, prosecutions for offenses under the by-laws of the Town may be made by any police officer of the Town.*

Section 1-10 states that offenses under the bylaws will be prosecuted by police officers which seems incorrect. Should "any police officer of the Town" be changed to the Town Counsel, or the Board of Selectmen? Note that enforcement of the bylaws is provided for in Chapter 50, Noncriminal Disposition. See the definition of "enforcing person" in § 50-1.

**Pick one option from list below**

☐ Revise as follows:

☐ Delete § 1-10.

☐ Do not revise.

☐ Defer decision until after Code publication.

Question 1-012

Chapter 1 General Provisions  
§ 1-11 Invalidity; when effective.

**Code Content:**

*[§ 1-11] The invalidity of any section or provision of these by-laws shall not invalidate any other section or provision. The repeal of said existing by-laws and the adoption of the aforesaid by-laws not to take effect until approved by the Attorney General and posted.*

The second sentence in § 1-11 is incomplete and should be corrected as follows: "The repeal of said existing by-laws and the adoption of the aforesaid by-laws shall not ~~to~~ take effect until approved by the Attorney General and posted."

**Pick one option from list below**

☐ Revise as suggested.

☐ Revise as follows:

☐ Do not revise.

☐ Defer decision until after Code publication.

Question 8-001

Chapter 8 Contracts

Chapter 8 regarding contracts appears satisfactory as written, provided that the requirements stated reflect current practice in the Town.

**Pick one option from list below**

☐ Revise as follows:

☐ Revise as follows: (revisions attached).

☐ Do not revise.

☐ Defer decision until after Code publication.

Question 15-001

Chapter 15 Elderly Services

Chapter 15 provides for appointment of the Elderly Services Commission and Elderly Services Administrator. Does this chapter reflect current practice? We note that the typical name for this agency is the Council on Aging, pursuant to MGL c. 40, § 8B.

**Pick one option from list below**

☐ Change "Elderly Services Commission" to "Council on Aging."

☐ Revise as follows:

☐ Do not revise.

☐ Defer decision until after Code publication.

Question 19-001

Chapter 19 Ethics

§ 19-1 Conflicts of interest.

***Code Content:***

*[§ 19-1] No Town officer or member of any board or committee chosen by the Town, or any agent of any such officer, board or committee, or any Town employee, shall have any pecuniary interest in any contract, agreement, sale or bargain made or approved on behalf of the Town by himself or any board or committee of which he is a member or for which he may act as agent.*

Section 19-1 prohibits Town officers and employees from having an interest in contracts or agreements on which they are required to act and appears satisfactory as written.

**Pick one option from list below**

☐ Revise as follows:

☐ Do not revise.

☐ Defer decision until after Code publication.

Question 24-001

Chapter 24 Finance Committee

§ 24-1 Finance Committee established; appointment; vacancies.

**Code Content:**

*[§ 24-1A] There shall be a Committee called the Finance Committee, as provided by Section 16 of Chapter 39 of the General Laws, and such Committee shall be chosen not later than 30 days subsequent to the selection of the Chairman of the Board of Selectmen, by an appointing committee composed of the Moderator, the Chairman of the Board of Selectmen and the Chairman of the last Finance Committee.*

The Town might want to take this opportunity to update the term "Chairman" where it appears in the bylaws to "Chair" or "Chairperson."

**Pick one option from list below**

- ☐ Update "Chairman" to "Chair."
- ☐ Update "Chairman" to "Chairperson."
- ☐ Do not revise.
- ☐ Defer decision until after Code publication.

Question 24-002

Chapter 24 Finance Committee

§ 24-1 Finance Committee established; appointment; vacancies.

**Code Content:**

*[§ 24-1B] Such Committee shall consist of nine registered voters, who shall serve without pay, none of whom during the term for which they were appointed shall hold any other regular, elective or appointive Town office, and appointments shall be made so that the terms of three members shall expire annually on the final adjournment of each Annual Town Meeting. Whenever a vacancy occurs in the membership of such Committee, notice thereof shall at once be given by the Town Clerk to the appointing committee, who shall forthwith fill such vacancy. For purposes of the preceding sentence the appointing committee shall consist of the Moderator, the person serving as Chairman of the Board of Selectmen at the time such notice is received and the person serving as Chairman of the Finance Committee at the time such notice is received.*

The following minor corrections should be made in Chapter 24:

In § 24-1B: "Whenever a vacancy occurs in the membership of such Committee, notice thereof shall at once be given by the Town Clerk to the appointing committee, ~~who~~ which shall forthwith fill such vacancy."

In § 24-2: "The Committee shall organize annually by the election from ~~their~~ its membership of a Chairman and Secretary and ~~they~~ it shall make such administrative rules and regulations, not inconsistent with law, for the conduct of ~~their~~ its work."

In § 24-4A: "The Committee shall, seven days prior to any Town Meeting at which articles contained in the warrant are to be acted upon, prepare, publish and distribute, by leaving copies thereof in the office of the Town Clerk, ~~their~~ its report and recommendations on such articles..."

**Pick one option from list below**

- ☐ Revise as suggested.
- ☐ Do not revise.
- ☐ Defer decision until after Code publication.

Question 24-003

Chapter 24 Finance Committee  
§ 24-2 Organization.

**Code Content:**

*[§ 24-2] The Committee shall organize annually by the election from their membership of a Chairman and Secretary and they shall make such administrative rules and regulations, not inconsistent with law, for the conduct of their work. For purposes of the preceding sentence the appointing committee shall consist of the Moderator, the person serving as Chairman of the Board of Selectmen at the time such notice is received and the person serving as Chairman of the Finance Committee at the time such notice is received.*

The last sentence in § 24-2 should be removed. This sentence appears to have been included in § 24-2 by mistake; it is a duplicate of the last sentence in § 24-1B. This sentence also does not make sense in the context of § 24-2. It refers to the appointing committee, which is not otherwise mentioned in § 24-2.

**Pick one option from list below**

- ☐ Delete the last sentence in § 24-2.
- ☐ Revise as follows:

- ☐ Defer decision until after Code publication.



Question 24-004

Chapter 24 Finance Committee  
§ 24-4 Report and recommendations.

**Code Content:**

*[§ 24-4A] The Committee shall, seven days prior to any Town Meeting at which articles contained in the warrant are to be acted upon, prepare, publish and distribute by leaving copies thereof in the office of the Town Clerk, their report and recommendations on such articles which involve the transfer, raising and appropriation of monies. For each Annual Town Meeting for the transaction of business, such reports and recommendations shall show in detail the anticipated income and expenditures of the Town for the then current year and copies thereof shall at least seven days prior to such meeting be mailed to the registered voters of the Town.*

Section 24-4A provides for the Finance Committee to make recommendations on "such articles which involve the transfer, raising and appropriation of monies." Is this provision still correct, or does the Finance Committee review all proposed articles?

**Pick one option from list below**

- ☐ Delete "which involve the transfer, raising and appropriation of monies."
- ☐ Revise as follows:

- ☐ Do not revise.
- ☐ Defer decision until after Code publication.

Question 50-001

Chapter 50 Noncriminal Disposition

Article I Authorization

§ 50-1 Use of noncriminal disposition authorized; enforcing person.

**Code Content:**

*[§ 50-1] Any by-law of the Town of Wilmington, or rule or regulation of its departments, boards, commissions and committees, the violation of which is subject to a specific penalty, may, in the discretion of the Town official who is the appropriate enforcing person, be enforced in the method provided in Section 21D of Chapter 40 of the Massachusetts General Laws "Non Criminal Disposition of Certain Violations". "Enforcing person" as used in this by-law shall mean the Animal Control Officer, Conservation Administrator, Director of Public Health, Building Inspector, Plumbing and Gas Inspector, Electrical Inspector or any police officer, and such other officials as the Board of Selectmen may from time to time designate, each with respect to violation of by-laws and rules and regulations within their respective jurisdictions. If more than one official has jurisdiction in a given case, any such official may be an enforcing person with respect thereto.*

In § 50-1 the title given for MGL c. 40, § 21D is no longer correct. The current title of this section is "Noncriminal disposition of ordinance, by-law, rule or regulation violations."

**Pick one option from list below**

- ☐ Update wording to reflect current title.
- ☐ Omit title so sentence ends with "be enforced in the method provided in MGL c. 40, § 21D."
- ☐ Revise as follows:

- ☐ Defer decision until after Code publication.

Question 50-002

Chapter 50 Noncriminal Disposition

Article I Authorization

§ 50-1 Use of noncriminal disposition authorized; enforcing person.

**Code Content:**

*[§ 50-1] Any by-law of the Town of Wilmington, or rule or regulation of its departments, boards, commissions and committees, the violation of which is subject to a specific penalty, may, in the discretion of the Town official who is the appropriate enforcing person, be enforced in the method provided in Section 21D of Chapter 40 of the Massachusetts General Laws "Non Criminal Disposition of Certain Violations". "Enforcing person" as used in this by-law shall mean the Animal Control Officer, Conservation Administrator, Director of Public Health, Building Inspector, Plumbing and Gas Inspector, Electrical Inspector or any police officer, and such other officials as the Board of Selectmen may from time to time designate, each with respect to violation of by-laws and rules and regulations within their respective jurisdictions. If more than one official has jurisdiction in a given case, any such official may be an enforcing person with respect thereto.*

Section 50-1 defines "enforcing person" to include the "Animal Control Officer, Conservation Administrator, Director of Public Health, Building Inspector, Plumbing and Gas Inspector, Electrical Inspector." Are any updates needed to these titles or to the officials listed here? The 2018 Bylaw Review Committee suggested the following revision:

"Enforcing person" as used in this bylaw shall mean any police officer of the Town of Wilmington, with respect to any offense, the Building Inspector, Board of Health Agent, Conservation Commission Agent, Animal Control Officer, Department of Public Works Supervisor, Fire Chief or any agent of the Town officials, each with respect to violations of bylaws or rules or regulations within their respective jurisdictions.

**Pick one option from list below**

☐ Use wording indicated from 2018 Bylaw Review Committee.

☐ Revise as follows:

☐ Do not revise.

☐ Defer decision until after Code publication.