



Town of Newcastle

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Kevin L. Sutherland - Town Manager

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FROM: Kevin L. Sutherland, Town Manager
TO: Newcastle Select Board
DATE: November 22, 2023
RE: **Ordinance and Policy Review Work Plan**

Working with staff, we've developed an extremely ambitious timeline to work through the 23 ordinances and 8 policies between now and June of 2025.

This effort will require a commitment on staff to introduce between 1 and 3 redlined versions of a given ordinance/policy with proposed edits, comments, and suggestions at least once a month. The Select Board would need to commit to holding Town Meetings four times a year (One Annual, three Special).

We've provided two visuals of the same information for what this might look like in Gantt chart form and developed a key to help identify what the goals of each step in the process might entail.

SB = Select Board
PB = Planning Board

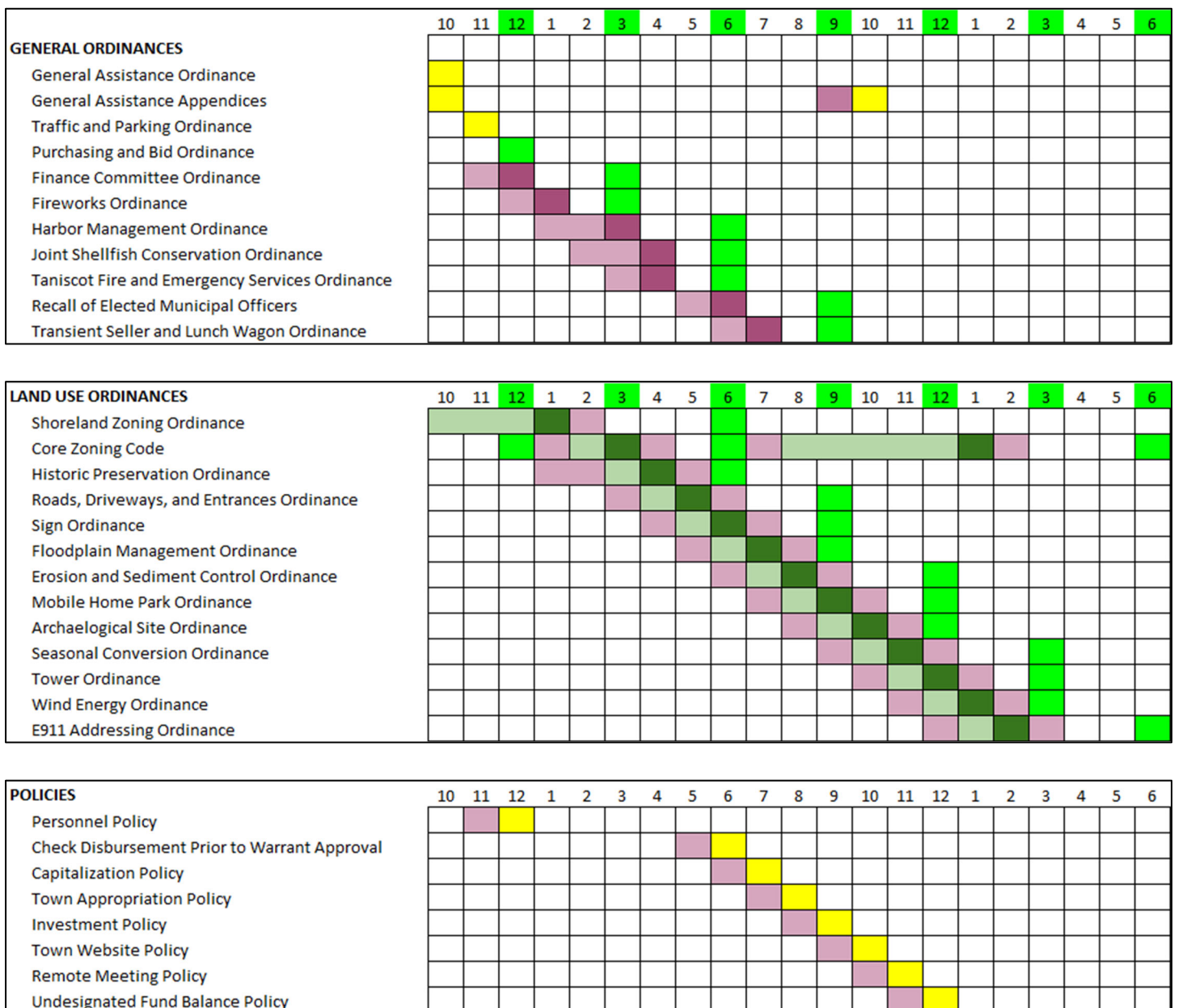
KEY

SB review / discussion / sent to PB / vote to warrant
SB Public Hearing and vote to put on warrant
Planning Board (PB) review and discussion
PB Public Hearing and recommendation to SB
Select Board Approval
Town Meeting / Special Town Meeting Approval



These are displayed by type of process to implement and then by order of month of introduction for when we would introduce to the Select Board.

SB review / discussion / sent to PB / vote to warrant
SB Public Hearing and vote to put on warrant
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View 2: All Ordinance and Policies in Order by month of introduction.

KEY

SB review / discussion / sent to PB / vote to warrant

SB Public Hearing and vote to put on warrant

Planning Board (PB) review and discussion

PB Public Hearing and recommendation to SB

Select Board Approval

Town Meeting / Special Town Meeting Approval

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