



TOWN COUNCIL- ZONING AND ORDINANCE SUBCOMMITTEE

Tuesday, May 12, 2026 at 6:00 PM

Town Hall -Chapin Hall- Second Floor- 41 South Main Street
Randolph, MA 02368

The 2026 members of the Zoning and Ordinance Subcommittee are
Richard Brewer, James F. Burgess Jr., and Kevin O'Connell.

AGENDA

This is a hybrid meeting. The public is invited to attend this meeting in person or remotely, by telephone or computer access. This meeting is being posted pursuant to the state statute authorizing temporary remote participation as described here:
<https://www.randolphma.gov/DocumentCenter/View/1864/remotemeetings23>

Join Zoom Meeting: <https://us02web.zoom.us/j/86495385600>
Or One tap mobile: +13017158592, 86495385600#
Or Dial: +1 301 715 8592 Webinar ID: 864 9538 5600

Please note that this Town Council Subcommittee Meeting will be video and audio recorded and will be broadcast, including over local cable and the internet. Any person, upon entering a council meeting or hearing for any purpose, including the purpose of participating, viewing, listening or testifying, grants permission to the Subcommittee of the Town Council to record and televise or otherwise publish their presence and testimony.

A. Call to Order - Roll Call

B. Approval of Minutes

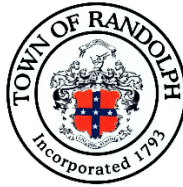
- [1.](#) Approval of Subcommittee Meeting Minutes from March 18, 2026
- [2.](#) Approval of Subcommittee Meeting Minutes from March 24, 2026

C. Old/Unfinished Business

- [1.](#) Council Order 2026-018: Amendment To Town Council Rules Section 13 Pertaining to Order of Business and Agenda (Referred back from Zoning and Ordinance Committee from March 24, 2026)

D. Adjournment

PLEASE NOTE: A meeting of the full Randolph Town Council may take place simultaneously with this Subcommittee meeting if a quorum of the full Council attends.



Randolph Town Council- Zoning and Ordinance Subcommittee

DRAFT Meeting Minutes

Meeting Date: Wednesday, March 18, 2026, at 6:00 p.m.

Randolph Town Hall-Chapin Hall 2nd Floor

This is a hybrid meeting. The Public is invited to attend this meeting in person or remotely, by telephone or computer access.

Call to Order: Councilor Burgess called the meeting to order.

Roll Call – Council Members Present: Richard Brewer (In-Person), James F. Burgess Jr. (In-Person), Kevin O’Connell (In-Person)

Organization of the Subcommittee

1. The subcommittee needed to elect a Chair and Vice Chair.

Motion: Motion to nominate Councilor Burgess for Chair by Councilor Brewer and seconded by Councilor O’Connell.

Roll Call Vote: 3-0-0

Motion passes.

Motion: Motion to nominate Councilor O’Connell for Vice Chair by Councilor Brewer and seconded by Councilor Burgess.

Roll Call Vote: 3-0-0

Motion passes.

New Business:

1. Council Order 2026-017: Amendment To Town Council Rules Section 27 Pertaining to Public Comments/Discussion and Public Hearings
2. Council Order 2026-018: Amendment To Town Council Rules Section 13 Pertaining to Order of Business and Agenda

Councilor Gordon was present to answer questions and explain the intent behind both Council Order 2026-017 and 2026-018. Councilor Burgess read the orders in the record.

Both of the orders were discussed in length. Such as ways to simplify the language and separating sections of the order. Councilor O’Connell thinks that the President of the Council should answer or delegate who answers the resident questions. Councilor Brewer agrees with some sections of the orders but would like to see a time limit for each speaker within the order.

Councilor Brewer would like to talk to other towns and see how they handle “Public Comments”. The agreement was to meet again on March 24 at 6 PM. which allows time to implement the changes in language and research what other towns are doing. The hope is to get these orders back to the Council on an April agenda.

Motion: Motion to continue Council Order 2026-017 and Council Order 2026-018 to March 24 at 6 PM by Councilor. This motion was seconded by Councilor O’Connell.

Roll Call Vote: 3-0-0

Motion Passes.

Adjournment:

Motion: Motion to adjourn made by Councilor Brewer and seconded by Councilor Burgess.

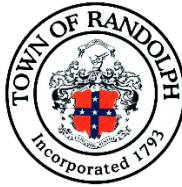
Roll Call Vote: 3-0-0

Meeting adjourned.

The Town Council Meeting adjourned at 7:03 pm.

Notification of Upcoming Council Meetings:

March 24, 2026



Randolph Town Council- Zoning and Ordinance Subcommittee

DRAFT Meeting Minutes

Meeting Date: Tuesday, March 24, 2026, at 6:07 p.m.

Randolph Town Hall-Chapin Hall 2nd Floor

This is a hybrid meeting. The Public is invited to attend this meeting in person or remotely, by telephone or computer access.

Call to Order: Councilor Burgess called the meeting to order.

Roll Call – Council Members Present: Richard Brewer (In-Person), James F. Burgess Jr. (In-Person)

Old/Unfinished Business:

1. Council Order 2026-017: Amendment To Town Council Rules Section 27 Pertaining to Public Comments/Discussion and Public Hearings
2. Council Order 2026-018: Amendment To Town Council Rules Section 13 Pertaining to Order of Business and Agenda

Councilor Burgess read through both Council Orders with the proposed amendments from the last meeting. Councilor Gordon was present in the audience and believes these amendments are a good compromise.

Councilor Burgess expressed that the comments back to residents need to remain non-political.

Councilor Burgess wants to meet with the Council Clerk to correct some minor errors in the language. For Example the language should read “Town Hall Mailboxes” instead of “mailboxes”.

Motion: Motion to take collective action on Council Order 2026-017 and Council Order 2026-018 by Councilor Brewer. This motion was seconded by Councilor O’Burgess.

Roll Call Vote: 2-0-0

Motion Passes.

Motion: Motion to approve Council Order 2026-017 and Council Order 2026-018 with the amends discussed. This motion was seconded by Councilor O’Connell.

Roll Call Vote: 2-0-0

Motion Passes.

Adjournment:

Motion: Motion to adjourn made by Councilor Brewer and seconded by Councilor Burgess.

Roll Call Vote: 2-0-0
Meeting adjourned.

The Town Council Meeting adjourned at 6:28 pm.

Notification of Upcoming Council Meetings:
None at this time

Council Order: 2026-018

**Introduced by: Councilor Gordon
March 9, 2026**

**Amendment To Town Council Rules Section 13
Pertaining to Order of Business and Agenda**

To see if the Randolph Town Council will amend Section 13 of the “Town Council of Town of Randolph Rules Manual” (“Rules Manual”) pertaining to Order of Business and Agenda, as follows:

1. Delete the portion of Section 13 that reads as follows:

Copies of the agenda and any attachments shall be delivered to the Town Council members no later than Thursday preceding the regular Council meeting.

Replace that portion with the following:

Electronic copies of the agenda and any attachments shall be delivered to members of the Town Council prior to each Council meeting and shall be posted to the Town website. Attachments to the agenda shall include any presentations planned for the Town Council meeting, and all attachments to the agenda shall be posted on the Town website in a text-searchable format.

Zoning and Ordinance Subcommittee recommends to move to amend the Town Council Rules by striking paragraph 6 in Section 13 and replacing it with the following:

Copies of the agenda and any attachments including but not limited to presentations that are expected to be used during the meeting. Shall be delivered (to office mailboxes) and email to the members of the Town Council no later than Thursday preceding the regular Council meeting.

The above shall also be transmitted electronically to the Town Council and shall be posted on the Town Website in a text searchable format.

If presentation documents are not complete prior to - then a place holder shall be inserted so that it is known the topic will be forthcoming.