

# TOWN OF ANDOVER MEETING NOTICE

BOARD/COMMITTEE:

TOWN GOVERNANCE STUDY COMMITTEE (TGSC)  
 SUBCOMMITTEE ON COMMITTEE  
 APPOINTMENTS/STRUCTURE/ETC.

Date:

Friday, May 7, 2021

Time:

3:15PM

Location

Virtual Meeting Recorded and Available Following the  
 Meeting at [https://andovertv.org/town\\_governance](https://andovertv.org/town_governance)

RECEIVED  
 TOWN CLERK'S OFFICE  
 2021 APR 27 PM 4:18  
 TOWN OF ANDOVER, MASS

## Agenda

- 1) Call to Order
- 2) Review Study Topics Relating to Committee/Board/Commission Member Appointments, Structure & Composition

<b>Appointment Process:</b>	
1	By what process should members be appointed to Boards and Committees? Election or appointment? Appointment by who? Do different Boards have different requirements?
2	Should an Appointments Committee be constituted?
3	Is the appointment process sufficiently transparent, or how could transparency be enhanced?
	Specifically, is the Talent Bank form too vague to be a basis by which appointments are made?
	Should the appointment process consider certain skillsets helpful to committees regardless of committee purview (e.g., data analysis, legal background, marketing/communication)?
	Specifically, should openings be advertised more prominently?
	Specifically, how do we ensure that the people who are appointed to committees are those who are most able to contribute?
<b>Board/Committee/Commission Existence &amp; Structure:</b>	
4	What is the optimal level of granularity of government?

5	Generally, which Boards and Commissions should be established or subsumed and what should the composition be?
	Specifically, should a Water Commission be established?
	Specifically, should the Board of Health be expanded to 5 members?
	For example, should we reduce Planning Board Terms From Five Years to Three Years?

3) Adjourn

*Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Town Governance Study Committee subcommittee will be conducted via remote participation.*

*Members of the public who wish to participate in the meeting can do so by emailing [townclerk@andoverma.us](mailto:townclerk@andoverma.us). Residents are encouraged to email their questions or comments ahead of the meeting. Please include your name and address with your question or comment.*

*Every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event we are unable to do so, despite best efforts, we will post on the Town's website an audio or video recording, transcript, or other comprehensive record of the proceedings as soon as possible after the meeting.*