

DRAFT ONLY**Call to Order**

Town Clerk & Chief Strategy Officer Austin Simko called the meeting to order at 7:00 p.m. in the Second Floor Conference Room. The meeting was live cablecast.

This was the first committee meeting of the TGSC.

Participants

Present were: Town Manager Andrew Flanagan, Town Clerk & Chief Strategy Officer Austin Simko ex-officio, Sheila Doherty, ex-officio, TGSC Committee members Sandy Stapczynski, Gail Ralston, Richard Fox, David Floreen, Paula Colby-Clements, Paul Cavicchi, Andrew McBrien, Dara Obbard, and Jon Stumpf. There were no remote participants.

Opening Comments

Mr. Simko opened the meeting. This being the first TGSC meeting, Mr. Simko welcomed the committee members, and asked each member to introduce themselves. Introductions followed with members mentioning what attracted them to the TGSC, what previous town activities they participated in, if any, and other general comments. After committee members spoke, Mr. Flanagan thanked each member for volunteering for the committee, reviewed the history of the previous governance committees (i.e. the last one was in 2002), and briefly reviewed the TGSC “charge” which was established by a vote of the Select Board on April 22nd, 2019.

Review Committee Charge and Consider Schedule of Milestones

Mr. Simko presented and reviewed the Town Governance Study Committee Schedule of Milestones. The schedule of milestones was broken down into four (4) phases. Phase 1 was 9/2019 – 1/2020, phase 2 was 1/2020 – 10/2020, phase 3 was 11/2020 – 12/2020, and phase 4 was 1/2021 – 4/2021. Each phase had multiple items which would be completed during the phase. Substantive discussion followed. Items such as if phase 1 was long enough, what type of community engagement should be included (i.e. AHS student involvement, Board feedback, etc.), should there be sub-committees to facilitate the community engagement, and other discussions. After significant interaction, the committee decided phase 1 would be a significant portion of our next meeting.

Discussion regarding an outside consulting firm that was engaged by the town followed. The firm, Community Paradigm Associates, LLC., will provide the committee with valuable information, analysis, and context regarding forms of government and governance practices across the Commonwealth. Members of their firm have significant experiences with towns and cities across the Commonwealth. The firm will be in attendance at our next meeting.

Elect Chair, Vice Chair, and Clerk

Mr. Simko opened the discussion about the need to elect a Chair, Vice Chair and Clerk of the committee. Discussion followed. A number of the committee members were new to each other. Discussion focused on who would like to be considered for each position, whether they had the time to commit, and if they had prior experience. After discussion, nominations to elect Jon Stumpf as chair, Dara Obbard as vice chair, and Andrew McBrien as clerk were made. All nominations passed unanimously.

Set Upcoming Meetings Schedule

Discussion about future meeting times followed. Some members had prior set commitments and were not able to meet on certain days during the week. Lengthy discussion followed. This topic will be added to our next meeting agenda. Mr. Simko will send out a survey to seek committee members feedback.

Audience Participation

There were audience members, but no audience feedback.

Next Meeting

October 7, 2019

Adjournment

Meeting adjourned at 8:30pm

Respectfully submitted,

Jon Stumpf, Chair

Attachments:

Town Government Study Committee – Committee Charge

Town Governance Study Committee Schedule of Milestones