

Town of Milton

Remote Local Government Efficiency Task Force

September 9, 2020

Meeting Notes/Minutes

Members Present in the room; Karen Golab, John Giunco, Mike Beaulieu, Tammy Smith, Ernest Cartier-Creveling. Members present remotely; Bruce Woodruff. Claudine Burnham arrived at 6:42 p.m.

Absent: David Benedict, Doug Shute (conflicting school board meeting) Larry Brown

Meeting Dates

- ✓ The members discussed the meeting dates of the task force and possibly changing the date due to conflicting meetings with members. We reviewed the calendar and dates of other committee meetings and agreed to change our regular meetings to the 2nd Tuesday of the month.
- ✓ A motion was made by Tammy Smith to change our meeting date and a 2nd was made by Mike Beaulieu. All in favor. The motion carried.

Review of bylaws

- ✓ The bylaws for the task force were previously accepted by the select board. The task force will need to change section 5.1 to reflect our new meeting date of the 2nd Tuesday of the month. The updated bylaws will then need to be uploaded to the website.

91A Workshop

- ✓ The group reviewed the workshop that was previously held regarding 91A and the laws surrounding that. Karen stressed that the workshop was very informative and strongly suggested attending another one in the future if available for anyone that may have missed it.
- ✓ The most important takeaways from the workshop were surrounding email communication.
- ✓ The group can communicate via email however; no decisions can be made.
- ✓ If communicating via email, DO NOT reply all.
- ✓ Information can be sent out to the group via email and any feedback should be brought to the next meeting, not discussed via email.
- ✓ Draft minutes can be sent to the group via email.

Meeting Minutes

- ✓ We briefly discussed meeting minutes. The intent of the minutes is to provide a broad overview of what was discussed, and any actions taken. It is not necessary to capture the entire details of every conversation that took place.

Mission Statement

- ✓ The group discussed the formation of our mission statement. The group agreed it is very difficult to capture everything we want to say/do with this statement.
- ✓ Things we want to consider are the impact we want to make, the recommendations we can make and or implement.

- ✓ Bruce Woodruff suggested possibly looking at other surrounding towns to see if they have a mission statement that may mirror or assist us with ours.
- ✓ Mike Beaulieu agreed to begin some research in this area for our next meeting.

MED Survey (Milton Economic Development)

- ✓ A great amount of time was spent discussing the survey, reviewing the questions for relevance, reformatting, further explanation etc.
- ✓ The group discussed the master plan, the capital improvement plan for the town, issues concerning difficulties businesses have in Milton with opening or improving/expanding.
- ✓ Mike Beaulieu plans to attend a meeting of the MED to further assist with our committee using the MED survey for our needs.
- ✓ John Giunco will research the MED question regarding villages and housing uses to get further clarification on what this is intended to mean.
- ✓ We discussed best ways to get the survey out to town members

Next Meeting

- ✓ The next meeting for the task force will be September 29, 2020 at 6 p.m.

Adjournment

- ✓ Motion to adjourn made by John Giunco and 2nd made by Tammy Smith. All in favor. Motion carried.