

# **Town of Milton**

## **Local Government Efficiency Task Force**

**September 29, 2020**

### **Meeting Notes/Minutes**

**Members Present in the room; Karen Golab, John Giunco, Mike Beaulieu, Tammy Smith, Claudine Burnham.**

**Members present remotely; Larry Brown.**

**Absent: David Benedict, David Pratt, Doug Shute.**

**Excused: Ernest Cartier-Creveling, Bruce Woodruff**

**Public: Kim Libby**

#### **Attendance**

- ✓ Karen will speak to Ernie regarding attendance of David Pratt and David Benedict as several meetings have been missed. Karen will also reach out to Doug Shute since we have now changed our meeting date which no longer conflicts with the school board meeting date.

#### **Meeting Minutes**

- ✓ The minutes from September 9, 2020 were reviewed.
- ✓ Karen requested on a go forward basis when sending the meeting minutes to her that I cc Julius Peel as well and let him know when the minutes have been approved and uploaded to our website.
- ✓ Mike made a motion to accept the minutes with this change. This was seconded by John. A roll call of all voting members agreed

except Larry Brown who abstained from the vote as he was not at the last meeting.

- ✓ Motion carried.

### **Mission Statement**

- ✓ The group further discussed in detail the creation of our mission statement.
- ✓ Claudine Burnham and Larry Brown both drafted up their own mission statement and will provide them to Karen who will compile one final list of all mission statements and send out to the group for review.
- ✓ Mike Beaulieu did attempt to reach out to several neighboring towns to see if any of those towns had a committee such as ours and if so; did they had their own mission statement? Mike had little success in reaching anyone to discuss this.
- ✓ A motion was made by Larry Brown to table the mission statement until our next meeting. A 2<sup>nd</sup> was made by John. All members were in favor and the motion carried.

### **Bylaws**

- ✓ During our discussion of the MED and mission statement, Mike pointed out that he reread the bylaws and under section 3 it states, “additionally, a member of the Select Board shall serve on the Task Force and the Town Administrator shall serve as an ex officio, non-voting member.
- ✓ Mike’s interpretation of this was that the Select Board representative is a non-voting member.
- ✓ The secretary reached out to Karen who then spoke to Ernie for clarification.
- ✓ Ernie clarified that Claudine is a voting member and he is not.

## **MED Survey (Milton Economic Development)**

- ✓ As follow up to our prior discussion surrounding the mission statement and meeting with the MED, Mike Beaulieu drafted a letter proposal to the MED for a joint meeting.
- ✓ The group discussed some suggestions to the letter. Larry and Claudine had some very good suggestions, so Claudine agreed to rewrite Mike's letter and send to Karen for review.
- ✓ The group agreed to the changes discussed during the meeting.
- ✓ Mike Beaulieu made a motion to accept the changes made to the letter. A 2<sup>nd</sup> was made by Tammy Smith. A roll call vote was taken, and all members agreed.
- ✓ Once Karen has received the revised letter from Claudine, she will submit it to Dennis Woods with a cc to the Board of Selectmen.
- ✓ The group also discussed possibly uploading the letter to our task force website. It was agreed that the finalized letter should become part of the meeting minutes.
- ✓ The group discussed possible ways to get the survey out to town folk. Survey Monkey was discussed as a digital means vs. mailing for cost effectiveness.
- ✓ We ultimately agreed to table the discussion surrounding the distribution method since we have not yet finalized how our survey will even look.

## **Task Force Email Address**

- ✓ Ernie set up an email address specific for the use of the task force. Karen suggested we post this email address to our website and possibly on Facebook to allow the towns people to communicate with us.

- ✓ If we get emails asking questions, Karen would keep track of them and at each meeting we try to address the first 5 questions.
- ✓ A roll call vote of the committee was taken and we all agreed to table this until the next meeting as Karen will need to speak to Ernie in more detail due to possible issues with 91A.

### **Public Comment**

- ✓ Kim Libby expressed her appreciation for being allowed to participate even though she is not a voting member of the committee.

### **Next Meeting**

- ✓ The next meeting for the task force will be October 13, 2020 at 6 p.m.

### **Adjournment**

- ✓ Motion to adjourn made by Larry Brown and 2<sup>nd</sup> made by John Giunco. All in favor. Motion carried.