

Town of Milton

Local Government Efficiency Task Force

April 26, 2021

Meeting Notes/Minutes

Members attending in person; Karen Golab, Tammy Smith, Larry Brown Mike Beaulieu, Kym Libby, Claudine Burnham, John Giunco, Chris Jacobs

Online:

Absent: Doug Shute, Bruce Woodruff

Meeting opened with the Pledge of Allegiance

Review of Meeting Rules

Karen read the rules of the meeting which are as follows:



Local Government Efficiency Task Force

Meeting Rules

1. Chair will call meeting to order
2. Agenda will be followed in order noted on public agenda unless an exception is requested of the Chair. The Chair will be responsible for accepting or rejected agenda changes. Chair may also propose changes to agenda, as warranted.
3. Each agenda item will be opened for discussion by the Chair.
 - a. Any committee member wishing to speak to agenda item will ask to be recognized by the Chair
 - b. Only one committee member will be allowed to speak at a time
 - c. All committee members will be allowed to speak before item is open for general debate
4. Debating of agenda items
 - a. Each member will be allowed to state their opinions when granted the floor by the Chair
 - b. Upon completion of their statement, any other member can request to be recognized by the Chair
 - c. Members who have the floor are to be allowed to make their statement without interruptions
 - d. Once discussion has been completed, unless there is no consensus, the agenda item will be closed for discussion.
 - e. If a consensus has not been reached, the Chair will either suspend discussion for further debate or request a vote on the specific item.
 - f. If necessary, debate will be held to 30 minutes or less
 - g. Discussion on agenda item can only be re-opened if requested of the Chair and the Chair grants approval.
5. General
 - a. Only one person is to speak at a time
 - b. Members will be respectful of others time and will not interrupt the member who currently has the floor
 - c. ALL members will be given the opportunity to speak
 - d. Discussions will remain focus on the topic being discussed. No discussion will be allowed to be brought to a personal level.
 - e. The Chair will ensure that every member on the committee has a voice!
 - f. We as a committee shall listen to each other and respect everyone's individual opinions.
 - g. We will be successful as a group of dedicated individuals who is each volunteering their time.

Approved by committee April 26. 2021 (6-Yes, 0-No)

Kym made a motion to accept the meeting rules for the committee

2nd by Tammy

All in favor

Motion carried

Meeting Minutes

- ✓ The minutes from April 13, 2021 were reviewed.
- ✓ Kym made a motion to accept the minutes as written.
- ✓ This was seconded by Claudine. A roll call of all voting members agreed to accept the minutes.
- ✓ John abstained as he was not at the last meeting
- ✓ Motion carried.

MED Survey (Milton Economic Development)

- ✓ Karen proposed an agenda change. She provided an update to question 12. The attorney's position is that most of the responses were ok. A few were redacted. All others can be posted to the town website unless it zones in on a particular person.
- ✓ Karen suggested she read each question and if the committee wants to discuss it, give her the thumbs up, if not, thumbs down
- ✓ Discuss each item for 5 minutes then close the discussion.
- ✓ We resumed review of the survey. We picked up at question 12 and began reviewing the responses to this question. There were

several hundred responses and we were able to make an initial review of the first 110.

Other Business

- ✓ John apologized for his attendance. May and July look difficult for John and he wanted to make sure his lack of attendance isn't hindering us.

Public Comment

Next Meeting

- ✓ The next meeting for the task force is set for May 11, 2021 at 6 p.m.

Adjournment

- ✓ Motion to adjourn made by Kym
- ✓ 2nd made by Larry
- ✓ Roll call vote and all members in favor
- ✓ Motion carries.