

Town of Milton

Local Government Efficiency Task Force

December 8, 2020

Meeting Notes/Minutes

Members Present; Karen Golab, Tammy Smith, Doug Shute, John Giunco, Bruce Woodruff, Kim Libby

Present Online; Larry Brown

Absent: Mike Beaulieu

Claudine Burnham, Ernest Cartier-Creveling absent due to BOS meeting

Meeting Minutes

- ✓ The minutes from November 13, 2020 were reviewed.
- ✓ Kim questioned the wording on the minutes for absence i.e., excused, absent etc. She questioned whether or not we need to change the wording in our minutes as it may conflict with our bylaws as written.
- ✓ Karen reviewed the bylaws and the committee agreed no changes are needed and we will continue to record missed meetings as absences.
- ✓ Tammy made a motion to accept the minutes as written.
- ✓ This was seconded by John. A roll call of all voting members agreed to accept the minutes.
- ✓ Motion carried.

Committee Members

- ✓ We received a letter of resignation from David Pratt
- ✓ Confirmed that David Benedict will not be participating on the committee.
- ✓ Kim Libby was sworn in as an official member.

MED Survey (Milton Economic Development)

- ✓ We discussed mailing costs for the survey. The MEDC has funds in their 2020 budget and have agreed to fund the mailing of the survey.
- ✓ Karen attended an MED meeting. The MED committee approved of our changes to the survey.
- ✓ There were concerns with adding the surveys to the tax bill mailing and due to the numerous concerns, it was agreed that we would distribute the survey at a later date.

Logistics for distribution of the survey

- ✓ Julius has set up the Survey Monkey link.
- ✓ The cost for mailing the surveys is 18 cents. We are estimating the total cost to mail all surveys to be between \$4 and \$500.00.
- ✓ The MED has voted to expend up to \$1,000.00 for the survey costs.
- ✓ The surveys need to be mailed by December 29, 2020.
- ✓ We discussed individuals devoting some time the week of December 21, 2020 to come to the town hall to fold surveys for mailing. We may possibly be able to take some home and complete them as well.

- ✓ We discussed having drop boxes in various locations throughout Milton and Milton Mills for return of surveys. Suggestions for locations were the Transfer Station, Library in Milton Mills, Ira Millers Store, Town Hall, possibly the Post Office?
- ✓ Kim offered to use paper copier boxes, wrap them in plain brown paper with a slit in the top of the cover for folks to drop surveys in at the various locations.
- ✓ Karen will ask Ernie to check with Betsy Baker for approval to place a box at the library and Tammy will check with Ira Millers.
- ✓ Karen and Julius will work on formatting of the survey.
- ✓ Volunteers will be needed for folding of the surveys when they are ready for mailing.
- ✓ Once the surveys are back, we discussed next steps and deciphering the data received.
- ✓ We discussed having a whiteboard session to pinpoint our direction for 2021.

Task Force Email Address

- ✓ To date, no emails have been sent to the task force using our email address.
- ✓ It is unknown if it is because you can't remain anonymous if submitting an email.
- ✓ We discussed whether or not the committee should post a thread with a question to see if it generates any response. No final decisions made on this.

Public Comment

Other Business

- ✓ Karen forwarded the Strafford Regional Planning Commission newsletter to the committee.
- ✓ Karen feels strongly that the committee does a lot of excellent collaboration among towns and encourages anyone available to attend to do so. The meetings are on Thursdays at 2:00 so it is understandably difficult for anyone working full time.
- ✓ Karen will need to complete a write up for our committee for the town report. She may be reaching out to us for assistance.
- ✓ Doug thanked us for moving the meeting dates so he can now attend.

Next Meeting

- ✓ The next meeting for the task force will be January 12, 2021 at 6 p.m.

Adjournment

- ✓ Motion to adjourn made by Bruce and 2nd made by Kim. All in favor. Motion carried.