

## **Town Council Study Committee Meeting Minutes**

**Date:** 9/4/2024

**Location:** Hybrid Meeting (In-Person and Zoom)

**Time:** 3:00-5:00 pm

### **Attendees:**

- Members Present: Curtis Barnes, Kelly Steffen, Rachel Mandle, Caroline Baltzer, Jeff Carlson, Joe Grause (Chair), Beau Barber, Tom Dixon
- Staff Present: Anthony Wilson, Mel Kleckner of the Collins Center
- No Town Staff

### **Absentees:**

- Patricia

### **1. Call to Order:**

The meeting was called to order at 3:00 pm. Members introduced themselves and confirmed attendance.

### **2. Approval of Agenda:**

The agenda was reviewed and unanimously accepted.

### **3. Approval of Minutes:**

Discussion regarding minutes from previous meetings. Some minutes were not approved yet. Curtis volunteered to review them along with the website files and provide an update at the next meeting.

### **4. Committee Administrivia:**

- Joe Grause shared that he is meeting with Libby tomorrow to discuss progress.
- An update for the Select Board is scheduled for Wednesday, October 18.

### **5. Discussion on the Charter:**

- Anthony presented sections of the charter document the committee has formed a consensus on and highlighted the red sections that need further input.
- Discussion on the appointed vs. elected positions, particularly regarding elected bodies remaining in the new charter.
- Members discussed the need for mechanisms that allow for civic engagement and public participation.

### **6. Proposed Changes:**

- The committee discussed potential transitions of elected bodies to appointed bodies, focusing on regulatory vs. advisory roles.
- Several suggestions were made regarding various committee/commission appointments, including a check-and-balance approach with ratification by the Town Council.

## **7. Upcoming Public Forums:**

- Discussions on scheduling public forums for community input were held. The preferred dates discussed were October 5th and October 10.
- Joe to coordinate with Robin Dugan regarding venue and PR strategies.

## **8. Questions Raised:**

- Clarification was sought about roles that are required to be elected according to state law. School Committees and Planning Boards were identified.
- Discussions occurred regarding potential conflicts of interest with finance-related committees.

## **9. Other Business:**

- Curtis raised the topic of the Water and Sewer Commission and suggested considering a combined commission moving forward.
- Tom provided insight into vacancy filling procedures for committee positions, noting the current process.

## **10. Next Meeting:**

The next meeting is scheduled for 9/18/24 at 3:00pm, where the committee will further discuss feedback from the public forums and review the draft of the charter.

## **11. Motion to Adjourn:**

The meeting was adjourned at 4:35pm Motion made by Caroline and seconded by Curtis.

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## **Action Items:**

- Curtis to review past minutes and email findings to the committee.
  - Anthony to finalize details for public forums and send the draft charter to committee members for review before the next meeting.
  - Members to collect materials on other town public forums for reference.
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