

**TOWN MEETING PROCEDURES REVIEW COMMITTEE**  
**Meeting Minutes for Meeting on July 1, 2010**

The meeting came to order at 7:33 PM. Attending were: David Bernstein; Dennis Berry; Peter Gossels (chair); Richard Stack and William Steinberg and absent were Steve Correia and Miranda Jones (the "Members").

The minutes of the meeting dated June 17, 2010 and prepared by Miranda Jones were approved unanimously.

The second order of business was a motion to thank Dennis Berry for drafting the interim and final reports that the Committee has and will be submitting to the Board of Selectmen. That motion passed unanimously. Mr. Berry thanked his colleagues but abstained from the vote.

The next order of business was a discussion of the draft final report of the Committee submitted by Mr. Berry. Members went through the document page-by-page, making comments dealing with matters of substance and grammar. The final report will serve as the notes regarding those discussions.

Upon completion of the report, Mr. Gossels asked the Members if they thought that the Committee should schedule another meeting. There was agreement that Mr. Berry will submit the final draft via email to each of the Members. If a Member has any comments, they will email them to the other Members. The final report, as amended at the meeting, was unanimously approved, subject to reviewing the final document with the changes approved at the meeting and as inserted by Mr. Berry. Unless at least three Members of the Committee have an objection to the final document, it will be deemed complete, and the Committee will have completed its work.

Mr. Gossels told the Members that he plans to organize three ongoing town meeting committees serving under a Town Meeting Advisory Committee. The three committees shall be: i) the facilities committee (which shall include the Auxillary Committee that the Moderator had previously announced and shall consider making Town Meeting more comfortable and convenient by providing, for example, comfortable chairs, food, baby sitting, etc. and shall include looking into ideas such as audio and video equipment to improve the quality of the meetings and other improvements to the facility); ii) the electronic voting committee, which will consider how to best implement the electronic voting at the Town Meeting in the Spring of 2011 and shall create measures for determining the efficiency and effectiveness of electronic voting; and iii) the procedures committee, which will continue to work on various ideas on how to improve Town Meeting, many of which are included in the report of the current Committee and have been recommended for additional study. The Town Meeting Advisory Committee shall consist of seven members. Those Members shall include two from each of the three sub-committees (the sub-committee chairs plus one other member from each committee) and a representative from the Board of Selectmen.

Submission of the report to the Board of Selectmen shall be done at a meeting of the Board of Selectmen, with Members of the Committee being present. Each Member of the Committee shall sign the report for submission to the Board of Selectmen.

The meeting adjourned at approximately 9:47 PM.

Respectfully submitted,

William Steinberg