

**TMMA Executive Committee Meeting Minutes
June 9, 2010**

Marsha Baker, TMMA Chair, called the TMMA Executive Committee Meeting to order at approximately 7:35 p.m. A quorum was present (e.g., at least 9 members, representing 5 separate Precincts). On this date, 16 TMMA members were present.

<u>Name</u>	<u>Precinct #</u>
Colin Hamilton, Chair	1
Joel Adler, Vice Chair	1
Barry Orenstein, TMMA Vice Chair	2
Michelle Goddard, TMMA Treasurer	3
Vincent Pisegna, Chair	4
Nancy Corcoran-Ronchetti, TMMA Clerk	5
Andy Friedlich, Chair	5
Lisa Smith, Clerk	5
Edith Sandy, Chair	6
Marsha Baker, TMMA Chair	7
Pat Costello, Chair	7
Mary Burnell, Clerk	7
Diane Biglow, Chair	8
Robert Avallone, Vice Chair	8
Margaret Enders, Clerk	8
Vicki Blier, TMMA List Moderator	9

Deborah Brown, the Town Moderator, Margaret Coppe, School Committee Liaison, Bebe Fallick, Vote Recording Committee, and Fred Martin, Precinct 7, were also present at the meeting.

Marsha began the meeting by making some general announcements. For example, she said TMMA plans to meet regularly with Town Officials, including the Board of Selectmen and its new Chair, Hank Manz. TMMA will also hold regular meetings with the Town Manager and various Town Boards and Committees. Marsha then discussed the evening's Agenda items and said that some of the items on the Agenda would be taken out of order.

Before commencing with the Agenda items, Marsha asked all present to say their names and then say something about themselves that others in the room don't already know. After the introductions were made, Marsha asked for the TMMA Clerk's Report.

TMMA Clerk's Report:

Nancy Corcoran-Ronchetti, TMMA Clerk, presented the February 17, 2010 Executive Committee Minutes for approval.¹ Upon Motion made and seconded, the Clerk's Minutes were approved. The Motion carried unanimously.

TMMA Treasurer's Report:

Michelle Goddard, TMMA Treasurer, presented the Treasurer's Report. She said the balance as of March 10th was \$783.00 and that the Association's current balance is \$2,071.00. Michelle said that TMMA's annual dues income was \$1,931.00 and that expenditures of \$743.04 were incurred for items such as voting ballots, the bus tour and a sign in front of the Cary Meeting Hall. Upon Motion made and seconded, the Treasurer's report was accepted. The Motion carried unanimously.

¹ During Spring Town Meeting, the TMMA Executive Committee did not meet in March, April or May of 2010.

Town Meeting Review Process Proposal and Feedback:

Marsha then asked Town Moderator Deborah Brown to discuss her proposed Town Meeting Strategic Review Process Task Force that she plans to undertake over the next few months. The Town Moderator discussed some of that the Task Force's goals, including ways to enhance the functioning of Town Meeting ("TM") and that the Task Force will explore the question "what are the supports, information, and structure we need to increase our effectiveness?"

The Town Moderator outlined a tentative timeline for the Task Force (e.g., Task Force will start in June 2010 and conclude sometime in December 2010 or January 2011 when Deborah and TMMA will review the Task Force's findings and take appropriate action). Deborah also discussed some of the skills and demographics that members of her Task Force will have (e.g., data management and computer skills, analytical and organizational skills, new and seasoned TM Members, a range of ages and constituencies, TMMA Executive Committee representation, prior experience on, or currently a member of, a Town Board or Committee, etc).

A general discussion followed the Town Moderator's presentation. At the end of the discussion, Deborah said she will send out an e-mail via the List regarding the above-referenced information. She concluded her presentation by saying "there will be lots of opportunities for everyone to give feedback as the process continues."

Community Outreach Committee:

Marsha asked Nancy Corcoran-Ronchetti, Co-Chair of the Community Outreach Committee ("COC") to give a brief update on the Committee's activities. Nancy started her presentation by discussing the changes the COC made to the proposed TMMA Business Card based on the comments it received from fellow members at the January 2010 TMMA Executive Committee Meeting. She said that her Co-chair Andy Friedlich needs more information from the printing company too.

Nancy also said that Andy spoke with the President of the Indian American Association and the head of the Chinese American Association of Lexington. In addition, she said Andy spoke with Ben Aronson, the Editor of the Minuteman, and with representatives from WCVB TV to discuss how their also business models integrate (and host) current social media platforms like Facebook and Twitter. Nancy also that she and her Co-chair attended a Facebook account demonstration given by fellow TM Member Narain Bhatia.

Nancy then discussed a few outreach ideas that the Committee has previously discussed (e.g., a possible presentation to the Lexington Citizen's Academy) and that future presentations by the Committee will be similar to its February 2010 LWVL's First Friday presentation. Andy also said the Committee is working on a PowerPoint Presentation and Marsha asked if the COC thought it would have a preliminary PowerPoint Presentation ready for the September Executive Committee Meeting. Andy said he thought that it was possible and he also requested that the Executive Committee approve a draft "Welcome" letter and the proposed Business Card at its September (2010) meeting.

Vote Recording Committee Report:

The Committee Chair Andy Friedlich presented the interim report of the Vote Recording Committee ("VRC"). Andy said that Joe Pato was unable to attend the meeting and that the VRC is recommending that ten (10) Article votes from the most recent Spring Town Meeting ("Spring TM") be tabulated.

Andy then said 111 recorded ballots were returned and 107 were signed (or permission was granted via e-mail). He said that 3 ballots remain unsigned with no response to requests for permission to post and 1 signature is unrecognizable. All ballots posted to the web site are in a PDF format and have been digitally signed to deter tampering. Andy also said that a number of TM Members have reported that they will be turning in their ballots, but the ballots have not yet been received and the VRC has not pursued them.

In addition, he said even though the participation rates for the Spring TM were lower than at the Fall Town Meeting (56% turned in a ballot), he said a number of respondents have encouraged the continuation of the voting trial.

A general discussion ensued. Some of the items discussed included: (i) the voting process and whether there was a ground swell of support for future vote taking based on the 56% ballot returns; (ii) the fact that technology for recorded voting is rapidly changing and becoming less expensive to implement; (iii) that other towns in the Commonwealth are looking at electronic vote recording systems and that there are 3 or 4 electronic systems that can be looked at; and (iv) that the Town Manager was recently contacted regarding vote recordation. In addition, Andy said some Members have expressed concern that electronic voting would lengthen the time of TM and that voting recordation seems to work better in an open TM environment and not a representative TM environment.

Andy also said that the VRC conducted an online survey regarding which Article vote(s) the respondents wanted to see tabulated in a formal report ("tabulated report") and said the tabulated report would be similar to the report the VRC issued after the Fall Town Meeting (e.g., recording votes as a "yes", "no", "abstained"). Andy then said the Articles that respondents recommended be tabulated from Spring TM included subsections of Articles 4 and 8, as well as Articles 9, 32, 35, and 36. He said the VRC could also tabulate other Spring TM votes if Executive Committee Members were interested in other Articles as well.

Marsha then asked those present at the meeting if they wished to have other Article(s) tabulated. One new TM Executive Member said the Brian Kelly condos on Woburn Street (Article 43) and another Member suggested the Spring TM Article regarding signs in the Town Center (Article 41).

After the general discussion, Marsha was asked if she would entertain a Motion on whether any vote tabulation at all should occur based upon the above-mentioned survey results.

The following Motion was moved:

"That we [the Committee] not request a tabulated report from the VRC due to low participation."

Before the Motion could be seconded and voted on, the Motion's language was clarified so as to avoid any confusion. Members were told that a "yes" vote meant that the VRC would not undertake vote tabulation while a "no" vote meant that the VRC would undertake vote tabulation.

After the clarification, the above Motion was seconded and passed with twelve (12) members voting in the affirmative and three (3) members voting in the negative. One Member left the meeting early and was not present at the time the vote was taken.

By-Laws and the Nominating Committee - Updating and Proposed Change:

Marsha briefly discussed the proposed Nominating Committee By-Law Amendment change that David Kaufman presented at this year's TMMA's Annual Meeting (e.g., the time line(s) associated with candidates nominated for TMMA Executive Officer positions. Because TM Members voted at our Annual Meeting to send the proposed By-Law Amendment back to the Executive Committee, Marsha is forming a new TMMA Committee to review the current By-Law section and then make recommendations to the Executive Committee.

Before asking for volunteers to sit on the newly formed Nominating By-Law Review Committee, Marsha recommended that anyone who has previously served on the TMMA Nominating Committee not be considered for this new Committee. Marsha also requested that members of this new Committee talk to David K. and other past and present Nominating Committee Members in order to seek their ideas, comments, suggestions, etc.

Vicki Blier nominated Nancy Corcoran-Ronchetti for the Nominating By-Law Review Committee and Robert Avallone agreed to sit on the Committee too. Marsha said she will send out an e-mail too.

TMMA E-Mail Lists:

1). A general discussion ensued regarding the position of TMMA Membership List Manager. After the discussion, Marsha recommended that the TMMA Membership List Manager not be a TMMA Executive Officer. She said since Edie Sandy had previously expressed interest in the foregoing position and had already done all the technical work to manage the List, she would entertain a Motion to appoint Edie as the TMMA Membership List Manager.

The following Motion was moved:

“That Edie Sandy be appointed as the TMMA Membership List Manager.”

The above Motion was seconded and passed unanimously.

Marsha said she will send out an e-mail that Edie has been appointed TMMA E-Mail List Manager and that Members can contact Edie for information.

2.) After the unanimous vote to appoint Edie as the TMMA Membership List Manager, a general discussion ensued regarding whether personal e-mail addresses should be published. It was noted that while some TM Members continue to be uncomfortable with their personal e-mail address being published (e.g., spam concerns, etc.) other TM Members think it is a good idea. All present agreed, however, that there must be consistency with respect to the use and dissemination of any e-mail list publication.

Marsha said one alternative is to issue an alias e-mail name to each TM Members. For example, she said her alias e-mail address would be her name, with her Precinct Number, followed by lextmma.org (e.g., Marsha.Baker7@lextmma.org). Marsha gave another example: Vicki.Blier9@lextmma.org. She then said an alias e-mail address would allow constituents to access their TM Members while solving the lingering issues some TM Members still have surrounding publication of their personal e-mail address information (e.g., SPAM issues, etc.) because the alias e-mail address can be shielded from spam.

In addition, Marsha said that if the Executive Committee adopts the use of alias e-mail addresses, each TM Member will be asked how he/she wants his/her name to appear before an alias e-mail address is issued to him/her. Marsha also said she will research how alias e-mail responses will be handled to ensure uniformity. Finally, Members also requested that use of an alias e-mail be voluntary and that the e-mail address be “year specific” (e.g., recycling e-mail addresses every year).

After the discussion, it was moved:

“That the Committee recommends that we approve the adoption of alias e-mails.”

The above Motion was seconded and passed unanimously.

Warrant Information Book Coordinator:

Marsha discussed the Warrant Information Book (“WIB”) and the duties associated with the Coordinator position. She said she is looking for a new Coordinator for the next Town Meeting WIB and that the last few rounds were coordinated by Andy Friedlich and Joe Pato. Marsha also said that Joe Pato has the WIB master file and is willing to discuss the position functions with the new Coordinator and how the WIB functions have been handled in the past.

Marsha told Members that the collating, editing and fact checking of the WIB is really a crunch activity that happens within one week – usually the week before Town Meeting starts. For example, she said that

all of the information in this year's Spring TM WIB was due by February 27, 2010 and that copies of the WIB were distributed to members on March 6, 2010.

Vicki Blier requested that a subcommittee be formed to discuss how future WIB Articles should be written and that an Article "write-up template" should be created and distributed in order to ensure uniformity and consistency in the WIB Article write-ups.

Marsha said she will send out an e-mail seeking a new WIB Coordinator.

Ideas for Future Meetings and Guests:

Marsha asked Members for their suggestions regarding future TMMA Meeting topics and/or guest presentations. Some of the suggestions made included guest presentations by the Chairman of the Board of Selectman, the Town Manager, the School Superintendant, the newly elected School Committee Chairman (Rod Cole) and the Appropriations Committee. In addition, Members said they would like to know more about the renovations of Bridge and Estabrook schools, use the List to ask (and answer) questions; receive more information before TM starts on the CPC Articles and its budget, and receive an early preview of the types of Articles that will be presented at Spring TM, including the Citizen Articles, the School Committee Articles, and the Planning Board Articles.

Before Marsha adjourned the meeting, Andy mentioned the scheduled Transportation Meetings and Joel Adler discussed several cell towers in town.

Upon motion made and seconded, meeting adjourned at approximately 9:30 p.m.