THE CHAIR CALLED THE MEETING TO ORDER AT 7:37 PM AS THE PRESENCE OF A QUORUM WAS CONFIRMED.

1) Treasurer's Report for February 2017

Gang Chen reported that no account activity has occurred this past month. The balance remains at $1,246.12.

2) Approval of minutes of previous meeting

It was recommended that page numbers be added to the minutes. Clerk agreed to make this change starting with the minutes of the February meeting.

Minutes of the January meeting were approved unanimously.

3) Training for preparing articles for the TMMA information book

As there was only a minimal number of trainees present at the meeting, it was proposed to assign mentors instead of having a training session at the EXEC meeting. Volunteering as mentors were Andy Friedlich, David Kaufman, and Bob Avallone.
We need the latest draft of the warrant. It needs to be printer ready soon in PDF or WORD. Submit (summit?) X days before TM → for Brown Book feedback
Information Book → Edits → Print

Best use of the TMMA information book is questions. Don’t try to make it a Q & A book. Make up questions for the book as maybe everyone else wants to know too. Include answers if feasible.

2/27 Write up deadline for information book.
3/4 Saturday edit session.

4) Calendar of events for TM related activities

3/6 election
3/11 New TM member session with moderator.
Information Sessions:
  • 3/9 (@7:30) precinct meetings, annual TMMA meeting, CPA, citizens
  • 3/15 (@7:00) planning board public hearing on zoning articles #41, 44, 46; then other planning board articles
  • 3/16 (@7:30) municipal & school budgets, capital
3/19 (@1:00) bus tour
3/20 TM starts
4/17 to 4/21 school vacation week – No TM

5) TMMA information sessions

Suggestions by Carl Valente and Andy Friedlich: Have shorter presentations with more questions. If no answer, presenter should be prepared with answers at TM.

Suggest sending email to TMMA list: Review the warrant and budget before information sessions; let staff know the questions in advance so presenters may have time to provide answers at the information sessions. Presenters can tailor their material based on those questions.

Reading the available material should answer many questions. May not need to ask them at the information sessions.

School committee budget book has hard questions and answers.

Improve TM by getting questions to presenters sooner. But, can they have time to answer all the questions?

Presenters show what they think is important; not just to answer questions.

Presenters’ answers should be more expansive than just reading bullets on the screen.

Brown Book has basis for motions for budgets.
TMMA information book should point capital articles to the full reports rather than trying to write up descriptions. Just need to ask questions in the book.

Information book can complement, make more approachable, the capital and budget details in their reports.

Cross-reference where you can.

Brief write-up is practical for some articles, with questions for presenters to be ready for.

Some articles do not have details in the Brown Book or other reports (such as the Net Zero article); so, those need other sourcing to include in the information book.

Questions (using Center Streetscape as an example) can be: “Why are we using THIS material instead of THAT material?”

White Book is already out. Brown Book is produced from the White Book with only minor changes; should be out at end of the month.

The next meeting of the TMMA Exec committee will be on the second Wednesday in <TBD>.

MEETING ADJOURNED AT: 8:30 PM