

TMMA Executive Committee Meeting

Minutes for June 9, 2021

Virtual Meeting (via Zoom)

Attendees:	Precinct	Attendees:	Precinct
Vineeta Kumar	3 TMMA Chair	Salvador Jaramillo*	5
Betty Gau	8 TMMA Vice-Chair	Innessa Manning*	6
Bridger McGaw	6 TMMA Treasurer	Vinita Verma*	6
Brielle Meade	8 TMMA Clerk	Jyotsna Kakullavarapu*	6
Vicki Blier	9 TMMA List Moderator	Samita Mandelia*	7
Bob Avallone	8 TMMA Webmaster	Pamela Tames*	7
Valerie Overton*	1	Yu Wu*	8
Avram Baskin*	2	Dahua Pan*	8
David Kaufman*	3	Tom Shiple*	9
Cindy Arens*	3	Kimberly Hensle Lowrance*	9
Ed Dolan*	3	David Kanter	7
Ruth Thomas*	4	Doug Lucente	at large
Andy Friedlich*	5	Joe Pato	at large
Sarah Higginbotham*	5	Kathleen Lenihan	4

*denotes Precinct Officers

The Chair Vineeta Kumar called the meeting to order at 7:32 PM as quorum was confirmed.

- I. Chair’s Report—Vineeta Kumar went over the agenda and checked whether anyone knew if there would be a Special Town Meeting in the Fall. The group agreed it would be surprising if there wasn’t one, but no one knew definitively.
- II. Clerk’s Report—Brielle Meade submitted the Draft Minutes for the May 12, 2021 meeting for approval. After two corrections, the minutes were unanimously approved.
- III. Treasurer’s Report—Bridger McGaw reported that there were no new deposits and no new expenses since the last report. The current balance is \$4,318.43. The Treasurer’s Report (found on page 5 below) was moved, seconded and unanimously accepted.
- IV. Webmaster Report—Bob Avallone reported that Vicki Blier found some broken links on the website he will fix them shortly. He reported that the calendar has been updated on the website with tentative dates for the upcoming Town Meeting. Bob also encouraged those in attendance to reach out to members to send headshots to Bob for the website. Sarah Higginbotham provided an update on offering to take pictures of members in Precinct 5 for the website. She concluded that having photos for 90+ percent of members and missing photos for less than 10 percent is pretty good and we may not need to pursue further. The group agreed, and it was decided that as in the past, a default image selected by Bob will be displayed for members without a photo.
- V. Email List Moderator Report—Vicki Blier indicated that she has updated the AUP but has not discussed yet with the committee for further comments. After that happens, they will bring it back to the full Executive Committee for review.

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- VI. TMMA Bylaws Committee Update – Andy Friedlich does not have an update at this time as the committee has yet to convene. He has left a message with John Bartenstein to check if he can serve as a resource to look over any proposed changes.
- VII. DEI Training Committee Update – the committee has yet to convene and there is no update at this time.
- VIII. TMMA Connect! Committee Update – The committee proposed mid-May as a potential date for the next event. This is typically after Town Meeting sessions have ended but before summer schedules gear up. The committee members listed potential topics:
- How articles come to Town Meeting: by the time an article comes to the floor of Town Meeting, it's already well-vetted. What is the process?
 - How people make decisions on “political” topics and if there is herd mentality in voting at Town Meeting.
 - How to improve communication with our constituents.

Vineeta and Vicki suggested forming a committee to get the ball rolling. Innessa Manning volunteered to help Vicki, and Vicki will reach out to all TM members looking for additional committee volunteers.

- IX. TMMA Information Session – Andy Friedlich provided background on the decision-making process for inclusion of topics/articles at the information sessions. Andy wants to ensure that going forward, through our Chair, TMMA gets more input into which articles are included. Vicki Blier pointed out that it generally is up to the Town Manager how they want their staff to spend their time. The group discussed the purpose of the information sessions; Bridger McGaw pointed out the goal is to get better information out to TM members and provide transparency to how decisions were made, and the sessions go hand-in-hand with the TMMA Warrant Information Report. David Kanter mentioned that the Town is probably going to continue putting together video presentations of each article as they did for Virtual Town Meeting, so TMMA should consider how having those available may change the format of our information sessions. Vineeta Kumar suggested a conversation offline with the Town Manager to check in on what the Town is considering. Bridger, Vicki, and Andy volunteered to join Vineeta to schedule this conversation.
- X. TMMA Warrant Information Report Discussion – David Kanter joined the meeting representing the Capital Expenditures Committee, Community Preservation Committee and Appropriations Committee chairs. To open discussion, David suggested there is a redundancy with the individual committee reports and the TMMA Warrant Information Report. The committee reports must be distributed one week prior to Town Meeting and he believes it would be better to forgo the TMMA Warrant Info Report, which is drafted before the committee reports and may be inaccurate and redundant. He suggested TMMA effort would be better spent on producing questions that could be answered at the information sessions, which would allow staff to resolve or address any issues ahead of Town Meeting. David reiterated that there are burdens on the staff and committee members to get the committee reports out, and

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TMMA needs to be cognizant of that burden before making requests for information for the TMMA Warrant Info Report.

The group had varying opinions and ideas about the usefulness of the TMMA Warrant Information report:

- Some folks find the Warrant Info Report helpful and appreciate having all the article information in one overall document. The wording is also more “plain English” than the committee reports at times. People mentioned that they like to take notes in the single report.
- It may be useful to survey all TM members about their use and preferences regarding the Warrant Info Report.
- A hybrid approach was suggested, where the Committee reports include write-ups for articles in their purview and the Warrant Info Report includes only article write-ups for any articles that the committees do not include.
- The Warrant Info Report was originally drafted because the Town did not release a lot of this information, but now that the Town has increased capacity for communication, changes should be considered.
- When TM members were asked if they wanted TM documents printed or electronically, people wanted printed copies of the Warrant Info Report more than any other document, so it seems to have value.
- Efficiency and effort versus value: putting the Warrant Info Report together and wrangling volunteers is difficult, so any way to make the process more efficient would be better.

Vineeta Kumar proposed that a smaller group determine (1) what is the purpose/goal for the Warrant Info Report; (2) what should it look like/what format it should take going forward; and (3) how can we make it more efficient to put together.

- XI. Police Station Building Project Outreach – Vineeta Kumar invited Doug Lucente and Joe Pato to the meeting to provide an update on the police station project. Doug and Joe targeted about 30 groups to get feedback on policing in Lexington. They have conducted significant outreach to learn about: experiences of individual members of the community with policing in Lexington; how the police department operations might impact the needs for the new police station; and to ‘check in’ with community members before proceeding with the police station project. Outreach included recorded public meetings (webinars) but they found that the same few people provided feedback at each of these meetings. They conducted smaller group meetings, in a confidential setting (not public meetings), and they also offered individual sessions if folks were uncomfortable even giving feedback in small groups. The feedback received is not ‘scientific’ and is simply designed to give them the pulse of the community. Joe and Doug will finish their work on gathering feedback sometime in July; the Select Board will discuss and decide whether to move forward with the station design work at that time. If they do agree to continue with the design work, the project will come up again at Spring Town Meeting when they would be ready to ask for construction funds. The group asked a number of questions which Doug and Joe answered:
- Will new Police Chief have input on the project design? Yes.

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- Is there still consideration of a firing range in the station? No – there are lot of issues with putting a firing range in a facility and this is not going to be considered for the project.
- Any updates on the Hosmer house in relation to this project? The Select Board and Town Manager are currently looking to do an RFP process with properties that have already been identified as favorable locations for the house to move to. The Select Board will be discussing this soon.
- Has there been any changes to staffing in the project plans based on policing/community issues? If not, then by putting this project off until Spring, are we just incurring another year of inflation costs? It is unlikely there will be staffing projection changes. Once the new Police Chief is hired, there will be more discussion to consider what the goals of the department are.

XII. Meeting was adjourned at 9:33 PM. Next Meeting will be on September 8, 2021, at 7:30 PM conducted online via Zoom.

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TMMA			
Treasurer's report			
9-Jun-21			
Cash Balance - beginning (4/12/2021)			\$4,238.43
Income			
TMMA Dues	\$80.00		
Total Income		\$80.00	
Expenses			
Check	-		
Total Expenses		-	
Income less expenses			\$80.00
Cash Balance - ending (6/9/2021)			\$4,318.43