

# Selectmen Study Committee (SSC)

7:00 PM to 8:00 PM

Meeting Minutes 01/05/06

Town Library

Meeting called by: Lorna Spargo

Members Present: Rena Duncklee, Linda Saari, Russ Heinselmann also present Michael Dryer

Members Absent: Lorna Spargo Forrest Milkowski

## *Agenda Items*

Accept Minutes

Review Draft Report

Next Meeting/Outline of meeting

## **Minutes:**

The meeting began at 7:05 PM. Russ agreed to chair the meeting in Lorna's absence. Rena moved the minutes from the 11/03/05 meeting with one spelling change. Linda seconded. Voted yes 3-0.

## **Review Draft Report**

Russ brought hard copies of the draft report. All of the latest information including the RSA for petition warrant articles was included. The group decided that all should mark up the report for the next meeting. (Look for typos, etc.) and that Lorna and Forrest be asked to do the same.

The group discussed whether anything else should be put in report and also how to address Betty's question posed in the email to Lorna. (Whether the BOS was going to put the question of 3 to 5 on the ballot.) Linda noted that many people have asked her opinion and that the group neglected to include the current board's view in the report except as members of the public. At the BOS meeting on January 4, 2006 the board discussed their view by completing the survey questions as a group and also responded to Betty's question. Linda and Rena each brought copies of the draft minutes from the meeting and Linda asked whether the current Board's opinion be included and the committee agreed. Russ will use the minutes of the BOS meeting to include a short section on the correct board's views. The board was not in favor of putting the question on the ballot at this time. At this point the group decided that the recommendation of the BOS to not put it on the ballot is communicated to Betty, but not needed in the report. The group would ask Lorna to email Betty of this fact. (Later, Rena volunteered to contact Betty as Lorna has been ill. Rena would also tell Betty that the number of voters needs to be at time of petition and to see Nancy Howard. Also a reminder for legible legal petitions.)

The group then discussed format and what would go in the Town report. The discussion revolved around having the body of the report without appendices and an Executive Summary; an Executive summary and recommendations (as the Conflict of interest committee did last year). Russ suggested that if we have the report without appendices that we should include some representative highlights from the appendices and the group worked on some of these and Russ will include in the draft for Jan 12. Also some of the tables could be shorted or formatted differently to save space. It was also noted that all members should think of key points when reviewing the report for typos, etc. It would be helpful no matter what format the report takes. The group decided that the entire report (28 pages) should not go in as it would add too much to the cost of printing, but it would be most useful for a summary and recommendations to be included as this would be comparable to last year's Town report as this was not funded by Town meeting.

The group discussed whether to put in a recommendation and decided that the entire committee be there for that decision and that it was very important that all members are at the next meeting or we will need to reschedule. Linda will put this in the email when she send out minutes.

**Next Meeting:**

The next meeting will be **Jan 12 at 7 PM** in the Town Library meeting room. Agenda will include finalizing draft report, finalizing format for town report and voting on whether to make a recommendation and if so, what recommendation. **It is important that all committee members can make this possibly final meeting to finalize report and vote on the recommendation issue.**

Meeting adjourned at 8:15 PM. Linda moved to adjourn and Rena seconded it voted yes 3-0.

***Action item summary:***

Forrest will complete minutes for last meeting. This is important to finalize business of committee

Linda will put together meeting minutes for this meeting and send out ASAP.

Rena will send minutes to cable committee when signed.

Rena will contact Betty with the BOS decision to not put the question on the ballot and instruct her to see Nancy Howard.

Russ will add additional information (current BOS info. And highlights from the appendices) to complete the draft report.

Linda will draft Executive Summary

**All—bring marked up copies of report to meeting!!!**

Lorna will-put together agenda for next meeting.

Minutes Approved by:

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Rena Duncklee

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Russell Heinselman

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Forrest Milkowski

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Linda Saari

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Lorna Spargo