

**Minutes
Town Government Study Committee
September 2, 2010
7:00 p.m.
Room 203 Town House**

The meeting was called to order by the Chairman at 7:00 p.m.

Members present: Richard Dennehy, Fran Hoeg, Bob Ward, Jean Landis Naumann, Keith Elder, Ken Stevens

Members absent: Mary O'Donnell, Wendell Chamberlain, Paul Tura

On a motion by Bob Ward, seconded by Fran Hoeg the minutes of August 19, 2010 were approved. the vote was 4 yes, and 1 abstention.

Chairman's Report:

The Chairman presented his report. Some of the Selectmen will be attending our meeting on September 16, 2010.

Bob Ward spoke about the compilation of the Town Administrator position study. He asked if the Committee would like a "framework" for the final report. He hopes to have his setion done by October.

Town Meeting Discussion:

Ken Stevens and Fran Hoeg will write the final fact finding report on Town Meeting.

Discussion took place on Open v Representative Town Meeting. A fact finding public forum on Open and Representative Town meetings will be held. The forum will begin with a presentation on the definition of Open and Representative Town meetings.

On a **motion** by Bob Ward, **seconded** by Richard Dennehy, it **was voted** to have Fran Hoeg speak with Richard Kelley about inviting students to come and speak about Republic versus Democratic form of government at the Open Forum. The **vote was unanimous**.

The forum for public comment on Open or Representative Town Meeting will be October 27,2010.

New Business:

Upcoming meetings with the Selectmen and Departments:

Ken Stevens spoke to asking questions about statutory authority. He also spoke to asking the departments about three areas: coordination, communication, and cooperation between and among various Town Departments.

Bob Ward suggested a format: Chairman opens with introduction followed by the Selectmen and Departments speaking to their role (about 5 minutes). Then each committee member would ask questions about certain areas.

Dick Dennehy discussed each department being rated on the same questions based on the "three c's" - coordination, communication, and cooperation.

Ken Stevens suggested that we also ask about the resources provided by the Town to the Departments.

Selectmen will be asked to rate the "three c's" as well as town resource allocation on a 1-5 rating scale.

Selectmen will be the only department interview for the next meeting.

Physical Plant and Property oversight will be a discussion for a future meeting.

On a motion by Ken Stevens seconded by Jean Landis Naumann, the meeting adjourned at 8:29 p.m.