



Hybrid Town Meeting Study Committee

Date: January 22, 2024

Time: 7:00 PM

Location: Town Hall Annex, Second Floor Conference Room and via Zoom

Minutes

Attendance: Alex Bagnall, Kerrie Fallon (Zoom), Peter Gast, Rebecca Gruber, Guillermo Hamlin (Zoom), Steve Storch (Zoom), Juli Brazile

1. Review and approval of minutes.
 - a. Reviewed minutes.
 - b. Approved unanimously.
2. Updates on project tasks.
 - a. Discussed survey tasks
 - i. Action item: turn questions into draft Google surveys for review at next meeting
 - b. Discussed other towns' experience with Hybrid Town Meeting
 - i. Juli Brazile shared information she had gathered from other Town Clerks about their experiences with hybrid town meeting.
 - ii. Discussed going to see Lexington's March 18th hybrid Town Meeting both in-person and remotely.
 - c. Discussed the draft list of questions for other towns about their experience.
 - i. Action item: Reach out to our moderator, Greg Christiana, to make introductions to other moderators in preparation for asking our questions.
 - ii. Moderators might be well placed to answer questions about IT requirements and consolidating in-person and remote voting.
 - iii. Note, Town Clerks will be very busy with upcoming spring town meetings.
 - iv. Offer to provide to interviewees a consolidated report of the answers we receive.
 - d. Discussed legal landscape
 - i. Reviewed list of questions for Town Counsel.
3. Review of Hybrid Town Meeting Study Committee page on Town website.

- a. Reviewed web page. Need to correct the term limits by Committee members' names. Discussed possible future additions to the web page.
- 4. Public Comment.
 - a. No members of the public were present.
- 5. New business.
 - a. Next meeting will take place on February 26, 2024.
 - b. Steve will take minutes.

Meeting adjourned at 8:08 PM.