



Hybrid Town Meeting Study Committee

Date: Monday, March 25, 2024

Time: 7:00 - 8:30 PM

In-Person Location: Town Hall Annex 2nd Floor Conference Room

Remote access: via Zoom

Minutes

Members in attendance:

Alex Bagnall
Rebecca Gruber
Guillermo Hamlin (via Zoom)
Sayed Khodier (via Zoom)
Steve Storch

Greg Christiana
Juli Brazile

Other attendees:

1. Review and approval of minutes.
 - i. Minutes approved unanimously.
2. Updates on project tasks.
 - a. Surveys, including finalizing survey for TMMs
 - i. Reviewed TMM and non-TMM draft surveys.
 - ii. TMM survey to go to 2023 Town Meeting Members, minus remote room. Both of the TMM and Remote Room surveys will be sent out asap.
 - iii. Non-TMM survey to go out more broadly in mid-April via Town notices and other widely used social media, email distribution lists.
 - iv. Unanimous vote to send out surveys as amended.
 - v. rebeccagruber215@gmail.com will be the contact on the cover email for the surveys.
 - b. Other Towns Research, including observations from 3/18 hybrid Lexington Town Meeting
 - i. Reviewed and discussed Lexington Town Meeting experience. Some considerations:
 - Number of personnel supporting
 - AV quality in the renovated Cary Hall
 - Wifi Bandwidth required for tablets vs. clicker radio bandwidth
 - ii. Discussed visiting Belmont Town Meeting after conclusion of Arlington Town Meeting.

- iii. Discussed potential impact of this study on upcoming contract renewal with OTI for use of clickers. Greg Christiana will reach out to Jim Feeney and Alex Magee to make them aware of this.
 - iv. Juli will provide us with the previous RFP for clickers.
 - c. Legal landscape
 - i. Postponed discussion of summary of SB2011 to 4/22 meeting.
 - Two highlights: audibility, and maximum 48 hour notice for participating remotely.
- 3. Discussion about providing a Committee update to Town Meeting
 - a. Discussed idea of interim report to Town Meeting. Agreed to create a short report/presentation.
 - b. Steve will create a few Powerpoint slides. Rebecca and Alex will review and draft a one-pager handout.
 - i. Question of whether the Spring 2025 Town Meeting could be hybrid is dependent on many factors, including budget, current bylaws, State legislation, etc.
 - c. Final review by Committee at 4/22 meeting.
- 4. Public Comment.
 - a. No members of the public were present.
- 5. New business.
 - a. No new business
 - b. Next meeting April 22.
 - c. Rebecca will take minutes at next meeting. Alex will run meeting.
 - d. Will discuss upcoming voting mechanism RFP at next meeting
 - e. Motion to adjourn was unanimous.

Meeting adjourned at 8:30 PM.