



## Hybrid Town Meeting Study Committee

Date: Monday, April 22, 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  
Kerrie Fallon (via Zoom)  
Pete Gast (via Zoom)  
Rebecca Gruber  
Steve Storch

Juli Brazile

#### ***Other attendees:***

1. Review and approval of March 25, 2024 minutes
  - a. Motion by Ms. Gruber
  - b. Seconded by Mr. Storch
  - c. Minutes approved unanimously.
2. Review and approval of committee report to be made to Town Meeting
  - a. Motion by Mr. Bagnall
  - b. Seconded by Mr. Gast
  - c. Report approved unanimously
  - d. To do by Ms. Gruber:
    - i. share the final report with Mr. Christiana for his approval
    - ii. share final report with Ms. Brazile for posting to under Reports on the Town Meeting Page, and to make handouts for the Meeting
    - iii. request the final report be posted to the Committee's webpage
3. Discussion of May 27th meeting date
  - a. Motion by Mr. Bagnall to cancel the Committee's May meeting
  - b. Seconded by Mr. Storch
  - c. Decision approved unanimously
  - d. The Committee's next meeting date will be June 24th.
4. Updates on project tasks.
  - a. Surveys
    - i. All surveys will close on May 31, 2024
    - ii. To do by Ms. Gruber:
      - Ask Robbins Library to include in their May newsletter a notification about the survey for non-TMMs
      - Ask Joan Roman to resend the notice about the survey for non-TMMs

- iii. To do by Guillermo: create a flyer publicizing the survey for non-TMMs with a QR code link to the survey
    - iv. To do by all Committee members:
      - Share flyer in appropriate community spaces
      - After the surveys close, read text comments for themes, particular points of interest
    - v. To do by Mr. Bagnall and Mr. Gast: start noodling with the data
  - b. Other Towns Research
    - i. Members plan to attend one of the sessions of the Town of Belmont's hybrid Town Meeting. Perhaps the May 29th session. Ms. Fallon will plan to watch remotely.  
<https://www.belmont-ma.gov/town-clerk/pages/town-meeting-documents-information>
    - ii. To do by Mr. Bagnall: Ask Mr. Christiana to write a letter of introduction in advance of our attendance.
  - c. Legal Landscape
    - i. Discussed summary of SB2011
5. Discussion of upcoming voting equipment RFP
  - a. Mr. Christiana has made Mr. Feeney and Mr. Magee aware of the work of this committee.
  - b. Ask Mr. Christiana to facilitate an introduction to ensure that the Study Committee is included in the RFP process.
6. June Meeting possible agenda items
  - a. Invite Mr. Christiana to discuss his thoughts about the emergency legislation that is allowing other communities to hold hybrid town meetings.
  - b. For Other Towns Research – start to confirm what questions we still need to have addressed; what / how we will do the follow-up of outstanding questions, information wanted re: the Belmont and Lexington hybrid town meetings; identification of the vendors who could provide the necessary technology and applications, and questions for them.
  - c. For Surveys – start to review the surveys' results.
7. Public Comment – no members of the public were present.
8. New business – no new business
9. Motion to adjourn made by Mr. Storch; seconded by Mr. Gast.

*Meeting adjourned at 8:21 PM.*