

# TOWN GOVERNANCE STUDY COMMITTEE

Northfield Town Hall

*Location*

29 August 2018

*Date*

7:00 PM

*Time*

## Meeting Minutes

### Members Present:

Brian Brault, Barbara "Bee" Jacque (Clerk), Robert MacEwen, Tammy Pelletier (Chair),  
Bernie Porada, Jeremy Underwood, Emily Walker (Vice-Chair)

Others Present: none

Meeting began at 7:05 PM

### 1. Reviewed minutes from August 20, 2018:

- Noted correction: Clarified Pelletier's email address & presumption of archival by using it
- On a motion by Underwood, seconded by Brault, voted to approve corrected minutes
- Pelletier abstaining because she was absent for August 20th meeting

### 2. Old Business:

- Jeremy Underwood confirmed he has been sworn in by Town Clerk
- Brault, Jacque, Porada, Walker attended Selectboard's Town Administrator (TA) Forum on August 27th — as citizens — and offered their impressions of discussion and its applicability to governance: to summarize, while there seems to be consensus on hiring an experienced TA who can offer excellent communication skills and provide leadership on economic development (e.g., Moody Center's plans) and major issues (e.g., pipeline impact), the forum doesn't change governance study in a major way

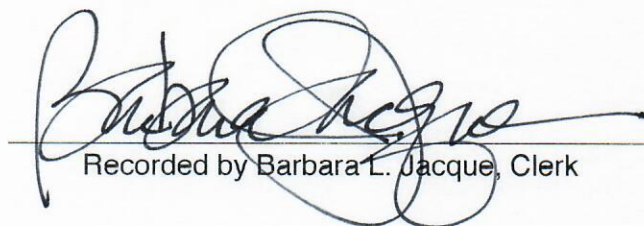
### 4. New Business:

- Discussed questions for soliciting feedback from different sources — e.g., Selectboard, department heads, interim Town Administrator, Boards & Committees, Senior Citizens, Public/Citizens — from MacEwen's, Porada's, and Underwood's lists
- Given time constraints and number of questions (some of which overlap and/or need word-smithing), Jacque will consolidate into one document as well as identify target audiences. Committee members will email their documents to Jacque. Jacque will email consolidated document to Committee members although as previously noted, we are using email to exchange information, not discuss it.

### 5. Meeting time/schedule:

- Next meeting is Tuesday, September 11 @ 7 PM

### 7. On a motion by Brault, seconded by MacEwen, voted to adjourn @ 8:30 PM



Recorded by Barbara L. Jacque, Clerk