

TOWN GOVERNMENT STUDY COMMITTEE

Thursday, July 11, 2013

6:00 p.m.

BPW – Meeting Room – 5 Arsene Street

- Member introductions
- Roles
 - Define chair, vice chair and secretary roles
 - Solicit nominations
 - Nominee comment
 - Voting
- Review our purpose, review article
- Open Meeting Law review (training or handout)
- Municipal employee designation legal ramifications
- Voting member vs. alternate clarification
- Discuss time commitment (in between meetings, attendance)
- Rules of order
 - Roberts Rules of Order
 - Meetings will be open to public
 - 10 minutes at beginning for public comment
 - Comments need not be responded to
 - Establish spokespersons
 - Establish electronic vs. paper material distribution
- Planning
 - Establish meeting schedule and location
 - Establish milestones
 - Interim report
 - Public forums
 - Final report
 - Discuss website use
 - Create press release
 - Formation and membership
 - Mission statement
 - Public engagement
 - Meetings
 - Website
 - Review current Fairhaven town government structure
 - Define/clarify assignments for next meeting
 - Read DOR report
 - Read peer community government study reports
- Potential/time permitting items
 - Review/clarify/approve team objectives
 - Brainstorm potential outcomes
 - Brainstorm potential committee actions