

August 6th, 2018

**Attendees:**

Name	In Attendance
Jack Adelson - Chair	Yes
Gary Hathaway - Vice Chair	Yes
Richard Regitano - Clerk	Yes
Robert MacKendrick	No
Gill Giugliano	Yes
Malka Travaglini	Yes
Laurie Perino	No
Arthur Bourque, Moderator - ex officio member	No
Trudy Reid - Town Clerk - ex officio member	Yes
GUESTS	
None	

**Start Time: 7:01 PM**

**Notes:**

- Jack Adelson called meeting to order.
- Jack Adelson made a motion to approve the 7/9/18 minutes as presented - Approved
- Committee continued discussion on meeting focus areas:
  - Speaker Limits [By Law Change] (Countdown Shown on Screen)
    - Presentation time allowed - Recommendation: 10 minutes; notification to town moderator in advance is required
    - Rebuttal to presentation time allowed- Recommendation: 10 minutes; notification to town moderator in advance is required
    - Comments on Articles time allowed - Recommendation: 3 Minutes, reference Natick & Berlin for exceptions; notification to town moderator in advance is required
  - Quorum
    - Trudy provided some example of what other towns use for quorum.
    - The majority of the survey results were to keep the Quorum unchanged.

- Recommendation: Opening Quorum remains at 175, but we recommend reducing the Quorum to 125 once the meeting commences. (Request review and guidance by the Selectmen and Council)
- Meeting Times
  - Recommendation for Start time - 7:00PM
  - Recommendation for end of Town Meeting - 10:30PM with Exceptions based on Ipswich's Adjournment.
- Reconsideration Process to be evaluated in future meetings, We discussed revisiting this to only apply if there is material misstatement of fact that in the moderators opinion, adversely affected the original vote.
- Technology
  - Electronic Voting - Turning technology will be starting 10/15/18
  - Check In - Trudy still working on quotes.
- Presentation Requirements [Procedural change]
  - Recommendation - Each Committees vote verdict on screen
  - Recommendation - Description of article on screen
  - Recommendation - Live Voting Count on town votes on screen
- Article Recommendation
  - Recommendation to require submission 2 weeks before meeting

**Follow Up Items:**

1. Trudy Reid to draft language for articles based on recommendations listed above.

**End Time: 8:19 PM**

**Next meetings 8/27/18 at 7PM**