

Representative Town Meeting Coordinating Committee
August 1, 2006

Present: Charles Mottinger (1), Joyce Girard (1), Richard Peterson (2), Walter St. Lawrence (2), Catherine Shuman (3), Virginia Betts (4), Don Pomes (4), Paul Follett (5), Jay Maslen (6), Charles Beale (9), Tom Richards (9)

Minutes: Minutes of July 11 approved as amended.

Goals: Goals set for this year are:

- Develop standard format for departmental information to be given to RTM.
- Hold pre-town meeting.
- Survey members on how to improve RTM and become an enforcement vehicle.
- Come up with suggestions on how to store town-wide meeting minutes so they are easily available.

Motions: Motion passed that minutes would be approved by Coordinating Comm. before being posted on website.

Website: FAQ's will be posted on website for general membership and public. Members up for re-election will be notified via email. Members agreed that answers to email questions should come from board as a whole. Motion passed to create a link so people can send email to Coordinating Committee. Individual members may decide if they want their email posted on website.

Format for departments: discussed what vital information should be included. Members will submit questions to C. Shuman by Aug. 18 for compilation to be discussed at Sept. meeting.

Calendar: Orientation will be held on April 10, 2007. Pre-town meeting will be October 11, 2006.

September meeting: Goals 1 and 4 will be discussed. A by-law will be reviewed re. minutes of all committee and board meetings. Next meeting will be Sept. 5 at 7 PM.

Meeting adjourned at 9:08 PM.