

Town Meeting Study and Improvement Committee (TMSIC) Meeting Minutes

21-September-2021

I. Call to order

Chairman Reno DeLuzio called to order the regular meeting of the TMSIC at 7:15pm on 21-September-2021 at Milford Town Hall.

Meeting was recorded with no objections.

II. Roll call

Cassie Porter conducted a roll call. The following persons were present:

OFFICERS

- ☒ Reno DeLuzio, Chairperson
- ☒ Kathryn Mastroianni, Vice-Chairperson
- ☒ Cassie Porter, Clerk

PARTICIPATING APPLICANTS

- ☒ Brian Long
- ☐ B Gregory Johnson
- ☐ Michael A Mancini

MEMBERS

- ☒ Charles Clark Sr
- ☒ Christine Crean
- ☐ Joseph Morais
- ☒ Dr. Richard Heller
- ☐ Michael Aghajanian (new)
- ☐ Michael P Visconti, Jr (new)

OTHERS/GUESTS

- 1. Michelangelo Bon Tempo

III. Approval of minutes from last meeting

The Minutes of the TMSIC Meeting of 12-August-2021 were distributed to all members in advance, and without objection, reading is waived.

Minutes accepted after minor changes.

IV. Open issues

None

V. New business – Preparations for Pre-Town Meeting Forum

- a) Discussed issues regarding mailing and emails:
 - 1. Uncertainty of the availability of the warrant.
 - 2. It is not known whether Town Meeting will be held in person or remotely, so both situations must be planned for.

3. The Committee is now dependent upon IT and the Town Clerk to disseminate emails and US mail to Town Meeting Members.

- b) Reviewed the notification schedule and status of various media coverage, including types of notification and expected dates of release.
- c) Reviewed templates of advance notifications, flyers, digital content and email. Updates were suggested for continuity in appearance.
- d) Reviewed the Forum Agenda and Ground Rules/Instructions for sponsors and audience members. Updates were suggested for clarity.
- e) Discussed use of mobile message boards to announce the Forum. Chairman DeLuzio to contact Milford Police Department.
- f) A TMSIC Special Meeting is scheduled for 12-October-2021 to select articles for the Forum and finalize the format, whether in-person or remote. The Oct. 12th meeting replaces the regular TMSIC Meeting scheduled for 19-October-2021.

VI. Adjournment

Chairman Reno DeLuzio adjourned the meeting at 8:43pm.

Minutes submitted by: *Reno De Luzio* for CP
Cassie Porter, Clerk

Approved: Dec. 13, 2021
Date