

TOWN MEETING STUDY AND IMPROVEMENT COMMITTEE
(TMSIC)

Meeting Minutes

The regular meeting of the Town Meeting Study and Improvement Committee was held on Monday, April 10, 2023. Renaldo A. Deluzio being in the chair called the meeting to order at 6:38 p.m.

Present at the meeting were: Renaldo A. Deluzio, Brian Long, Dr. Richard A. Heller, Michael Visconti, Gregory Johnson, Charles Clark, Joe Morais. Christine Crean was absent. No members of the Participating Applicants to the Committee were present.

Administrative Items: Chairman Deluzio announced the meeting is being audio recorded and if there was any objection. Hearing none the meeting was recorded.

1. Approval of the March 13, 2023 minutes: The minutes were approved as presented.

2. Invitation to Speak: No one from the public being present, an invitation to speak was unnecessary.

3. Town Meeting Member's Email Address Authorization Status:

Chairman Deluzio reported that he had been unsuccessful in meeting with the IT Director (Christopher George) since the March 13th TMSIC meeting. At the suggestion of Mr. George, Chairman DeLuzio met with the Town Administrator (Richard Villani) the morning of April 10th. Mr. Villani, having spoken to Attorney Gerry Moody and Mr. George, was very knowledgeable of this initiative. He had no issues provided Town Counsel guidance is followed. He noted that once Mr. George has concluded with his current assignment involving the Police Department's IT issues, he should have some time to service the Committee. Mr. Villani will inform Mr. George of this meeting.

4. TMSIC Annual Report to Town Meeting

Chairman DeLuzio handed out a copy of the report that highlighted the updates from the annual report he submitted in February for the Annual Town Report. Three of the modifications were a result of:

- The Committee not meeting its goal of submitting the survey before the May 22nd Town Meeting
- The Committee not meeting its goal of submitting the Procedural Guide to the select group of reviews by the end of April.
- Electronic Voting will not be implemented at the May 22nd Town Meeting.

Mr. Visconti suggested changing the word "amongst" to "among" in Survey Development, first paragraph, last sentence. Mr. Long suggested eliminating the word "questionnaire" in Survey Development, first paragraph, second sentence.

The report was approved as corrected.

Chairman DeLuzio noted that this report covers the status as of this meeting. However, in his oral report at Town Meeting he will announce any progress made in securing Town Meeting Members authorization to use their email address for the Committee's purposes and the submittal of the Procedural Guide to the select group of reviewers (if it happens).

Speaking at the Podium Guidelines and the TMSIC Annual Report will be mailed with the Warrant.

Chairman DeLuzio will provide his oral report to the Committee for review at the May 8th meeting. His oral report will emphasize the TMSIC's Future.

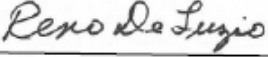
5. Town Meeting Procedural Guide Status:

Mr. Bon Tempo changed the font size from 11pt. to 12pt. as decided by the Committee. Font style was addressed. Chairman DeLuzio handed out a sheet that had Palatino Linotype (Mr. Bon Tempo's preference) and Arial for comparison. After some discussion Chairman DeLuzio requested each member to take it home and do a mini-survey among family and friends and come to the next meeting with preference results.

It was decided to make 25 copies of the draft guide (15 for the select reviewers + 8 for the Committee +2 spares) in Palatino Linotype. The Font Style comparison sheet will be sent along with draft guide to get their preference.

Meeting Adjourned at 7:10

Submitted:



Reno DeLuzio, Chairman

Date: 9/12/23