

Minutes: Boxborough Town Government Study Committee: July 24, 2017

Morse/Hilberg Meeting Room Town Hall Approved 7/31/2017

1. The meeting was called to order at 7:30 am by Susan Bak Chair of the Committee. Present were: Susan Bak, Sheila Bauer, Thom Begin, John Fallon, Hugh Fortmiller, Nancy Settle-Murphy, Selina Shaw, and Bob Stemple
Absent: Jennifer Campbell
2. The Committee reviewed the Minutes of the July 10, 2017 meeting and voted unanimously to approve them.
3. The Committee did a review of the semi-final document outlining the Roles, Responsibilities and Tasks (“RR&T”) of the Boxborough Board of Selectmen making a few minor changes and confirming the document.
4. The Committee reviewed the second draft of the final report of the Committee in PowerPoint format. In addition to making some changes in substance, the Committee reviewed some alternative “simplification” slides that Jennifer Campbell had prepared. The Committee thought that “simplification” was the way to go and Jennifer will do this for the rest of the presentation.
5. The Committee decided that, in addition to the RR&T document and the PowerPoint presentation, there should be a brief final report in narrative format. John was volunteered to create a 2-4 page document.
6. The working goal is to present the Committee’s report to the Board of Selectmen on Monday September 11 with a back-up date of Monday September 25.
7. The meeting adjourned at 8:35 am
8. Next meeting: MONDAY July 31 at 7:30 am at Town Hall.

Respectfully submitted,

John Fallon
Clerk