

## **Carlisle Governance Task Force Minutes for September 1, 2022**

The meeting was held remotely by Zoom with no physical location, and was called to order at 9:05am. As the meeting was held remotely, all votes as noted below were taken by roll call.

Present: Chair Rebekah Vieira, Vice-Chair Vanessa Moroney, and Members Paul Anagnostopoulos, Brian Cruise and Kyle Dalbec.

Also present: Select Board liaison Kate Reid.

All public documents of the Task Force are found at:

<https://carlislema.sharepoint.com/:f:/r/sites/GovernanceTaskForce/Shared%20Documents/Governance%20Task%20Force%20Public%20Documents?csf=1&web=1&e=grdx8y>

### Minutes Approval

The minutes of the June 9, 2022 meeting were reviewed. Member Dalbec previously had voted his approval of these minutes by email, provided that no changes were made to the circulated draft minutes. Vice-Chair Moroney motioned to approve these minutes as drafted, with Member Anagnostopoulos seconding the motion. There was no discussion of this motion, and the minutes were approved with the following vote:

Yes: Chair Vieira, Vice-Chair Moroney, Member Anagnostopoulos and Member Dalbec

Abstain: Member Cruise

Vote: 4-0-1

The minutes of the July 21, 2022 meeting were reviewed. Member Cruise motioned to approve them as drafted, with Member Anagnostopoulos seconding the motion. There was no discussion of this motion, and the minutes were approved with the following vote:

Yes: Chair Vieira, Vice-Chair Moroney, Member Anagnostopoulos, and Member Cruise

Vote: 4-0

The minutes of the August 11, 2022 meeting were reviewed. Member Cruise motioned to approve them as drafted, with Member Anagnostopoulos seconding the motion. There was no discussion of this motion, and the minutes were approved with the following vote:

Yes: Chair Vieira, Vice-Chair Moroney, Member Anagnostopoulos, and Member Cruise

Vote: 4-0

All other outstanding minutes lacked a quorum for approval.

### Updates

Member Anagnostopoulos was updated on what occurred at the prior meeting of August 25, 2022 and regarding what occurred at the Select Board meeting of August 29, 2022. For details, see the minutes of those meetings.

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### Drafting of Report

There was discussion of the September 13, 2022 deadline that was unilaterally imposed by the Select Board and the fact that the Select Board wanted a copy of the Report by September 7, 2022. It was agreed that the Report was not solely for the Select Board and that there was no deadline at this point other than what the Task Force self-imposed. It was agreed that September 13, 2022 was still a good completion-date goal.

There was discussion on proposed updates to the draft Town Administrator Bylaw, and there was consensus to incorporate those updates.

It was agreed that Member Cruise would consolidate a new recommendations sections, sorting recommendations by those requiring Town Meeting action, and those that could be undertaken directly by Town officials.

There was discussion dividing into two sections the Task Force's experiences with the warrant-creation process and the Task Force's experiences in the data-collection and recommendation-drafting processes.

There was a lengthy discussion of whether there was sufficient time to incorporate response breakdown data for all cited Survey questions. Chair Vieira asked Member Dalbec via text message whether this would be possible, and Member Dalbec responded in real-time that it would not be possible. The Task Force agreed to revisit at a later date the possibility of including this response breakdown data in a supplemental publication.

There was discussion regarding the most recent version of the land-use management recommendations.

### Conclusion

Vice-Chair Moroney made a motion to adjourn the meeting, with Member Anagnostopoulos seconding the motion. There was no discussion of this motion, which was voted as follows:

Yes: Chair Vieira, Vice-Chair Moroney, Member Anagnostopoulos and Member Cruise

Vote: 4-0

The meeting was adjourned at 10:45am.

Minutes approved: October 17, 2022

Drafted by Member Cruise