

REPRESENTATIVE TOWN MEETING COORDINATING COMMITTEE
February 6, 2007

Present: Charles Mottinger (1), Joyce Girard (1), Walter St. Lawrence (2), Richard Peterson (2), Catherine Shuman (3), Virginia Betts (4), Donald Pomes (4), Jay Maslen (6), Chuck Beale (9)

Meeting called to order at 7:12 PM by C. Mottinger.

Minutes: Minutes of January 9 approved.

Town Meeting Review:

- Timeliness of books still continues to be problem. It was suggested that by-law read that meeting will be postponed if books not delivered 21 days prior to scheduled date.
- Finance Committee can make recommendations based on previous budgets even if State information is not available.
- Town phone system could be used to notify members if meeting will not be held.
- Town Administrator, Selectmen and Finance Comm. will be invited to next meeting to discuss solutions.
- W. St. Lawrence will speak to North TV about quality of sound.
- Some items that should be included in CIP are not.

Meeting Minutes By-Law:

- Software would cost about \$200.
- Suggested that we get interns from colleges and/or high school to work on website.
- Question remains of who will keep records and where they will be kept.
- Town could have server which puts minutes in PDF form so they cannot be changed.
- There needs to be a tracking system to facilitate finding minutes.
- At next meeting we will begin crafting by-law. Other boards and committees will be asked to comment.

Elections: Elections will be April 3. Member orientation will be April 10 at Police Station. Coordinating Comm. will review handbook which Chuck Beale has edited before March meeting.

Candidates' Forum: Committee will first see what North TV plans.

RTM nominations must be in by February 13. Chairs will check their precincts to see who has not taken out papers.

Website – one email from a member has been answered.

Meeting adjourned at 8:58 PM.

Next meeting will be March 6 at Town Hall.