

**TMMA Executive Committee Meeting Minutes
June 17, 2009**

Marsha Baker, Chair, called the TMMA Executive Committee Meeting (TMMA) to order at approximately 7:30 p.m. Attendees included TMMA Members, Town Meeting (TM) Members, Town Moderator, Deborah J. Brown, and SAFE Mass. Ave. Committee members. A quorum was present (e.g., at least 9 members, representing 5 separate Precincts). On this date, 18 TMMA Members were present.

<u>Name:</u>	<u>Precinct #:</u>
Nancy Adler, Chair	1
Joel Adler, Vice Chair	1
Colin Hamilton, TMMA Treasurer	1
Rita Goldberg, Vice Chair	2
Barry Orenstein, Clerk	2
Loren Wood, Chair	3
Rosemary Levy, Vice Chair	3
Andy Friedlich, Clerk	5
Nancy Corcoran-Ronchetti, TMMA Clerk	5
Edith Sandy, Chair	6
Alan Lazarus, Clerk	6
David Kaufman, TMMA Communications Officer	6
Marsha Baker, TMMA Chair	7
Fred Martin, Chair	7
Diane Biglow, Chair	8
Lisah Rhodes, Chair	9
Francine Stieglitz, Vice Chair	9
Vicki Blier, TMMA List Moderator	9

Also present were TM Members Gloria Bloom, Precinct 4, Dawn McKenna and Frank Sandy, Precinct 6, and David Kanter, Precinct 7.

Agenda:

Before commencing a discussion of the Agenda items, Marsha announced that there were handouts for Attendees, including:

TMMA Treasurer's Report
TMMA Executive Committee Meeting Minutes, dated May 13, 2009
Town of Lexington Ad Hoc Fiscal Task Force
Battle Green Master Planning Presentation Information
SAFE Mass Ave Committee Presentation Information

Marsha began the meeting by notifying the TMMA Members that the September 2009 through March 2010 TMMA Executive Committee Meetings would be held in Room 111 at Town Hall. Some TMMA Members said that Room 111 was too small to accommodate the usual number of Attendees who come to the meetings. Marsha said she was going to delay further discussion regarding the future meeting room location until the end of the evening because she wanted to proceed with the Meeting since there was a full Agenda.

Marsha also said that there will be a Special Town Meeting called sometime in November but the date hasn't been set yet. She also said that the Hayden Avenue Development and Cubist Pharmaceuticals Articles are expected to be part of the Special TM Meeting.

In addition, Marsha set out rules for the evening's meeting. She said every person will get a chance to speak at least once and that no one can speak more than once unless everyone else has had a chance to speak. Of course, she said, questions can be asked at any time.

Before asking for the TMMA Reports from the Treasurer, Clerk, Sign Committee and the Selectmen's Fiscal Policy Committee, Marsha asked the East Lexington Traffic and Sidewalks Committee to give its Presentation.

SAFE Mass. Ave. Committee Presentation:

The TMMA Members were told that the SAFE Mass. Ave. Committee (SAFE Committee) was formed in response to recent pedestrian traffic accidents. Committee members include Paul Menz, Frank Fuery, BarBara Bools, and Bruce Lamar.

The slide Presentation began with a brief history of the pedestrian safety problems on Massachusetts Avenue in East Lexington. The Presentation also included information found in the Safety and Operational Improvements at Selected Intersections Study (SOISI). The SOISI study looked at 15 traffic trouble spots in the Metropolitan Boston area (e.g., intersections with high numbers of vehicle crashes, particularly those involving pedestrians or bicycles.) The study found that the intersection at Mass. Avenue in East Lexington (at Maple Street) is ranked the worst in pedestrian and bicycle safety.

After reviewing the pedestrian safety problem, the SAFE Committee's proposed solution was to install Pedestrian orange crossing flags at the following three intersections in East Lexington: Independence Avenue, Ellen Dana Court and Charles Street. The Presentation also included an "animated" slide demonstration showing BarBara crossing the street using an orange crossing flag. In addition, the Presentation provided information on what other local municipalities across the country are doing.

TMMA Members were also told that the Pedestrian orange crossing flags solution has been approved by the Town of Lexington's Transportation Safety Advisory Committee (for a six month trial starting in July 2009 and ending in December 2009) and that the orange crossing flags solution has also received the blessing of the Historic District Commission. In addition, TMMA Members were told that the installation, maintenance and purchase of the orange crossing flags will be paid for by the SAFE Mass. Ave. Committee.

Before ending the Presentation, TMMA Members were provided with the SAFE Committee's website address: <http://sites.google.com/site/safemasssave/> for more information.

Marsha thanked the SAFE Committee for its Presentation and resumed the Agenda Item Presentation order.

Treasurer's Report:

Colin Hamilton presented his report. He reminded TMMA Members that he previously sent out an electronic copy of his report and he said his Report will also be posted on the TMMA website. Colin said the balance on hand for TMMA is \$2,054.47 and he found a .10 cent adjustment in TMMA's favor. He ended his presentation by informing TMMA Members that TMMA's account is now web enabled.

Upon Motion made and seconded, TMMA Members unanimously approved the Treasurer's report.

Clerk's Report:

Nancy Corcoran-Ronchetti presented the May 13, 2009 TMMA Executive Committee Meeting Minutes (Minutes). Before the Minutes could be moved for approval, Nancy asked TMMA Members to approve a change to the meeting room location in the May 13th Minutes from Room G15 in the Town Hall to tonight's meeting room location in the Legion Room, 2nd floor, Cary Hall.

Upon Motion made and seconded, TMMA Members unanimously voted to accept as corrected the Clerk's May 13, 2009 TMMA Executive Committee Minutes.

Report of Sign Committee:

Before Barry Orenstein started his Presentation, he requested that TMMA approve funds to pay for the Sign development costs.

Upon Motion made and seconded, TMMA Members unanimously approved funds for the Sign development expenditures.

Barry continued his Presentation regarding the Sign Committee and its purpose. The Committee met in cyberspace to discuss the wording of a Sign to be placed on a signboard in front of Cary Hall when TM is in session. The Sign's purpose is to inform the general public and encourage them to attend TM.

Barry presented the Sign's proposed wording: Town Meeting in Session, Mon. & Wed. 7:45 p.m., Cary Hall, Public Welcome or tune in to LexMedia. Barry asked for comments and suggestions. During the discussion, Edie Sandy wondered if provisions had been made for changing "Mon." and "Wed." when TM's schedule changes. Barry indicated that there would be a way of amending that line on the Sign. It was also noted that the option of an overhead Sign across Mass. Ave. had been ruled out because of its prohibitive cost and the Selectmen's preference to only have an overhead sign for Voting day(s).

Dawn McKenna said that at the last Historic Commission Meeting (HDC), the HDC raised the issue of excessive signs in Town. She also said that she planned to formally go before the HDC on the first Thursday in July. She suggested that Barry should also go to the HDC meeting but Marsha said that the TMMA printed Signs won't be officially ready until TM's start time and end time is determined.

Marsha then moved to approve the proposed Sign with no TM time reference in it until that issue is ultimately decided. The Motion was seconded and unanimously approved.

Selectmen's Fiscal Policy Committee Report:

Ms. Cathy Gill, TMMA's Representative to the Selectmen's Ad Hoc Fiscal Policy Task Force (Task Force) was unable to attend the meeting to give an overview of the Task Force's Activities. Andy Friedlich who is also a member of the Task Force graciously agreed to present a preliminary overview of the Task Force's findings. He said the Task Force meets weekly to discuss fiscal policy. He also said there are huge fiscal issues looming at both the state and local level for F/Y 2011 & 2012 but that Lexington's F/Y 2010 projections are still in good shape. Andy said the State doesn't forecast that revenues will be back to F/Y 2008 levels until the year 2014. He also said that the majority of the Town's revenues come mainly from real estate taxes and excise taxes.

In addition, Andy said that the Task Force is currently drafting a preliminary Report and when this Report is finalized, it will be mailed to TMMA. He also said the final Report should be ready before the July 14th Board of Selectmen's Goal Setting Meeting. Andy also requested that Marsha add the Task Force's final Report to the September 2009 TMMA Meeting Agenda.

During Andy's presentation, a discussion ensued regarding current fiscal issues such as tax abatements, house assessments, finding new tax growth, etc. Vicki Blier said that she will create a one page information "talking" sheet regarding some of the issues discussed and will have Rob Adelson review it before she sends it out to TMMA Members.

Andy concluded his presentation by saying that the Task Force plans to work with the Minuteman and LexMedia to inform and educate the Lexington Community about the Town's current fiscal situation. He also suggested that TMMA have an Information Session too. Marsha thanked Andy for his presentation.

Battle Green Master Plan Presentation:

Before starting the Battle Green Master Planning presentation, Dawn McKenna said she was also wearing her "hat" as the Chair of the Tourism Committee. She discussed Antony, our sister City in France, and the September 19th re-dedication festivities the City has planned. She also mentioned the Wine & Cheese fair scheduled for September 11th - 13th and tourism excursions to Versailles and the Champagne cellars of Reims. Dawn also said that our sister City will honor Ms. Shirley Frawley too. She finished her Tourism Committee presentation by saying that representatives from our sister City will visit Lexington in April of 2010.

Dawn then switched "hats" to start her Battle Green Master Planning (Master Plan) presentation. Before starting her Presentation, Dawn handed out a Battle Green Master Planning Survey and asked TMMA Members to fill it out and return it to her. While TMMA Members were filling out the survey, Dawn said the survey's purpose was to gather unbiased pre-Presentation raw data information from each respondent. She also said that the Master Plan is really all about asking citizens what they want the Battle Green to look like 50 years from now.

After the surveys were turned in, Dawn began her Presentation. She gave some historical background information regarding the Battle Green. For example, Dawn said the Battle Green is actually a cemetery for 8 people who died on April 18th, the obelisk is the oldest War Memorial in the country, and that the Battle Green's flag is 1 of only 8 flags that Congress has ordered to fly 24 hours a day. She also said that the Battle Green's flag order precedes the flag orders given for the White House and the Washington Monument.

Dawn also said that another very important aspect of the Master Plan is to identify public/private funding strategies and to look at other model communities like Williamsburg, VA or Littleton, MA and see what can be done over time to design a coherent future plan. To illustrate this point, Dawn asked a series of questions regarding what the overall theme or purpose of the Battle Green is. She asked: (i) is it used one special time?; (ii) does it have a more general purpose?; (iii) should active recreation be allowed on the Green?; (iv) what about passive activities on the Green?; and (iv) do roads around the site affect/influence the site?

During her presentation, Dawn also displayed several large illustrations and discussed various reference points in each illustration (e.g., the original borders of the Battle Green vs. today's current borders, etc.).

Dawn also said during her Presentation that the Battle Green depends upon its economic base so it needs the support of the entire community and she asked TMMA Members to come to the Working Groups and to get on the e-mail list too.

Dawn finished her Presentation by telling TMMA Members that after smaller forums are held, one large forum will be scheduled at the end of September. After the September forum, a Master Plan will be drafted and presented to the Board of Selectmen (Board). If the Board votes to approve the Master Plan, the final Master Plan can hopefully be presented to TM next year. The TMMA Chair thanked Dawn for her Presentations.

Community Outreach Co. (Chair):

Marsha indicated that she had asked Bebe Fallick if she would be interested in Chairing this Committee; however, Bebe notified her that she would like to be on the Committee but would be unable to be Chair. Marsha asked for a volunteer to Chair the Committee and Nancy Corcoran-Ronchetti said she would volunteer. Marsha appointed Nancy as Chair and asked her to consider posting the Committee's meeting information on the TMMA website and the Town Calendar when she convenes a meeting.

Other members of the Committee include Edie Sandy, Andy Friedlich, Alan Lazarus, Nancy Adler, Colin Hamilton and Barry Orenstein.

Items Referred Back to TMMA from Moderator's Recap Meeting:

Voting (e.g., quorums, attendance/absenteeism, voting systems):

A general discussion ensued regarding various voting options available to TM including electronic voting, costs associated with electronic voting systems, etc. Before the discussion ended, David Kaufman requested that any Committee formed to research voting practices, etc. scratch the quorums and attendance/absenteeism topics since the Moderator said she will talk with her peers about these issues.

After the discussion, Marsha formed a Committee to research and review voting systems and methods. She said the Committee (i) will specifically review the Town of Brookline's report on voting technology for Town Meeting; and (ii) will research the various methods used to track voting, the costs associated with electronic voting systems, the actual time impact on TM when different voting systems are used (e.g., recording every vote each TM Member casts), etc.

Edie Sandy and Andy Friedlich agreed to serve on the Committee and Marsha appointed Andy as Chair. Marsha also said that if others want to be on this Committee, please let her know via e-mail or call her.

"Green" Town Meeting:

A general discussion ensued regarding "Green" awareness. For example, some TMMA Members prefer electronic documents (e.g., PDF formatted documents, etc.), while other TMMA Members prefer only paper copies.

Marsha formed a Committee and Vicki agreed to serve on the Committee. Colin also said he would like to serve on the Committee too. Vicki said she will send out a general appeal to all TM Members to join the Committee.

Article Scheduling:

The Town Moderator, Deborah Brown, told TMMA Members that she has had time to reflect on the discussions that occurred at the June Moderator's Recap Meeting. She said she agreed that starting School Budget Articles earlier in TM is useful especially in an override year and that Financial Articles should also be taken up earlier (although that can sometimes be difficult for both the Appropriations and Capital Expenditures Committees). Deborah also said that she will hold conversations with the Board of Selectmen, School Committee, Planning Board and Town Staff regarding Article scheduling. Dawn reminded those present that the Board of Selectmen, not TMMA, sets the TM Agenda.

Andy suggested that Deborah appoint a Task Force to look at Article scheduling but she said she didn't think a Task Force was necessary at this point in time; however Deborah did request TMMA's indulgence so she can have time over the Summer to have conversations and hold discussions with the various Boards, Committees, etc. She also said that she will come back to TMMA in the Fall to present and discuss her findings.

Start and End Times:

A general discussion ensued regarding TM start and end times and previous surveys that were sent out seeking TM Member feedback. Dawn reminded those present that the Board of Selectmen set TM's start and end times.

The Moderator said she's received feedback from the Board of Selectmen and would like TMMA Members to think about how to solve the problem of starting TM on time. She requested that TMMA consider a 7:45 p.m. start time.

Andy moved:

"That the TMMA Executive Committee recommends that TM start at 7:45 p.m. promptly and no change be made to the current end time."

After Andy moved the Motion, a general discussion ensued regarding his Motion. Some TMMA Members said that TM could fit in the same amount of work that is normally done in reduced hours while others suggested that the later TM start time means that the Lobby time can begin at 7:30 p.m. and that other unofficial presentations (e.g., award ceremonies, etc.) can be scheduled between 7:15 p.m. to 7:30 p.m. Marsha said TMMA can also move its award ceremonies to its Annual Meeting instead of making the presentations at TM.

When the discussion ended, Andy moved the Motion again:

"That the TMMA Executive Committee recommends that TM start at 7:45 p.m. promptly and that no change be made to the current end time."

The above Motion was seconded and approved, with 2 opposed.

Use of TMMA Treasury Funds:

A general discussion ensued regarding how TMMA expends its funds. Some TMMA Members said that TMMA dues should be used only for TMMA activities and not for gifts. Marsha said that in the past there was a \$50.00 limit for memoriam gifts and that's still the current policy.

Colin gave his personal view that TMMA should stick to direct expenses only and that there should be no funds expended on gifts. He added that Ad Hoc collections should be taken up when necessary.

A general discussion ensued regarding ways TMMA can stay within its monetary limits. David suggested that gifts be constrained and that TMMA needs to look at, and consider, other sources of funding (e.g., raising dues). Dawn reminded the Members that the TMMA dues are voluntary and she said dues should go toward printing costs and not gifts. Nancy Adler suggested that instead of sending a gift, TMMA could write a memoriam Article about the TM Member and submit it to the newspaper.

Vicki started to move a Motion that TMMA keep its memoriam gift policy for sitting TM Members. Noticing that the hour was advanced, Marsha suggested that the Motion be tabled until the Fall TMMA Executive Committee Meeting. Those present concurred and Marsha also said that the current TMMA memoriam gift policy remains in effect until the next regularly scheduled TMMA Meeting.

Future Meeting Topics:

Although no future topics were suggested, TMMA Members resumed their earlier discussion regarding Room 111 and whether TMMA should hold future meetings in that room. Andy said that TMMA should stay in the Legion Room, 2nd floor, Cary Hall until Room G15 in the Town Hall is available. After discussion, it was agreed that the September 15, 2009 TMMA Executive Committee Meeting will be held in the Legion Room, 2nd floor, Cary Hall.

Adjournment:

A Motion to adjourn was made and seconded. The meeting was adjourned at approximately 10:10 p.m.