

TMMA Executive Committee Meeting

Minutes for February 14, 2024

Virtual Meeting (via Zoom)

Attendees:	Precinct	Attendees:	Precinct
Sarah Higginbotham	5 TMMA Vice-Chair	Ruth Thomas*	4
Noah Michelson	1 TMMA Treasurer	Wendy Manz*	4
Brielle Meade	8 TMMA Clerk	Andy Friedlich*	5
Bob Avallone	8 TMMA Website Manager	Innessa Manning*	6
Tanya Gisolfi-McCready*	1	Umesh Shelat*	7
Barbara Katzenberg*	2	Mark Andersen*	9

*Denotes Precinct Officers

The Vice Chair Sarah Higginbotham called the meeting to order at 7:33pm as quorum was confirmed.

- I. **Chair Announcements and Opening:** Sarah Higginbotham opened the meeting and asked members who did not attend a previous meeting to introduce themselves (there were none). Sarah requested members update their Zoom name to include their precinct number, and reminded the group that the next meeting will be May 8, 2024, after the election of new Officers and representatives and Annual Town Meeting (ATM). Tonight's meeting will focus on planning for ATM.

II. Officer Reports and Updates

Clerk's Report—Brielle Meade submitted the draft minutes for the January meeting to the group for review and approval over email. After adding one clarification to the Acceptable Use Policy discussion, the minutes were unanimously approved as edited.

Treasurer's Report—Noah Michelson has no new expenses or receipts to report. Upcoming expenses include the bus tour, TMMA Connect! event, and Black Cat Café. Annual dues will be collected during March. The current balance is \$3,587.52.

Website Manager's Report— Bob Avallone added a new link on the website to the Town's Warrant page and added dates of Town Meeting and information sessions to the TMMA Google calendar.

Email List Moderator's Report—Vicki Blier was not in attendance and there were no updates or concerns regarding the email list.

III. Project Updates

- TMMA Connect! Ice Cream Social – Sarah Higginbotham for Vicki Blier
 - The event will be held Wednesday March 6, 2024 at 7:30pm in Estabrook Hall and the downstairs lobby at Cary Hall.
 - Vicki sent invites to TM members and all appropriate committee chairs. She will send a reminder later this week. There are currently 55 yes responses and 3 no responses.

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- Vicki reminded the group that it is important for people to RSVP via the Sendomatic website so that we have an accurate count on how much ice cream to order.
- Vicki requested volunteers to help with set up and during the event:
 - Andy Friedlich, Noah Michelson, and Ruth Thomas volunteered to help set up, and Sarah Higginbotham volunteered to help during the event.
- We have the option to order mini sundaes (around \$4), small sundaes (around \$6), or two scoops (around \$8):
 - The group agreed that we should order the mini size sundaes.
- Number of servings to order:
 - The group suggests ordering 10 extra servings above the number of RSVPs.
 - Vicki can also ask Rancatore's for advice on quantity.
- Nominating Committee for New TMMA Leadership in 2024 – Andy Friedlich presented the proposed slate: all current Officers agreed to stay in their positions if approved. He will present the slate at the TMMA Annual Meeting.
- Service Recognitions 2024 – Sarah Higginbotham noted that Bridger McGaw confirmed there are four 30-year TM members to recognize this year. Bridger will organize pins and logistics for presentation of recognition at Town Meeting.
- TMMA Annual Meeting 2024 – Sarah Higginbotham
 - The TMMA Annual Meeting typically occurs on the night of an information session. This year's meeting can be before the in-person information session or before the virtual session.
 - The group agreed it would be easier to organize and nice to do it in person.
 - The in-person information session (discussed below) will be held March 12 starting at 7pm in the Lexington High School science lecture hall. The TMMA Precinct meetings and the TMMA Annual Meeting will precede this and begin at 6:30pm sharp.
 - Sarah will confirm that the precinct meetings can break out into classrooms or the science building hall.
- Information Sessions for ATM 2024 – Sarah Higginbotham
 - Two information sessions are scheduled:
 - March 12 7pm-9pm in person at the Lexington High School science lecture hall for review of Town-sponsored articles. (Reminder that TM members should arrive at or before 6:30pm to attend the TMMA Annual Meeting and Precinct meetings beforehand.)
 - March 14 7pm-9pm virtual session on Zoom for review of Citizens' articles.
 - The format will be Q&A like the last few years. TM members should review available materials ahead of time and come prepared to ask questions.
 - Sarah shared the draft list of articles to be included and has prepared a survey of TM members to gather feedback on articles folks are most interested in covering.

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Additional questions about bus tour attendance and in-person attendance for ATM will be added to this survey as well to assist with planning for the bus tour and the Black Cat Café (described below).

- The zoning articles will not be included – instead, folks should attend the Planning Board hearings to learn more about the issues and ask questions as needed.
- Bus Tour for ATM 2024 – Sarah Higginbotham
 - There has been requests to have a bus tour for ATM 2024, particularly related to Article 33 and the Lowell Street/North Street parcel.
 - Andy Friedlich will compile a draft list of stops for the tour. Folks should email him suggestions for stops of interest. 173 Bedford Street and the golf course club house were mentioned during the meeting.
 - The bus tour has been scheduled on the Sunday before Town Meeting in the past. For this year, the date would be March 17, 2024. Andy will contact the bus company to confirm if they have buses available on that day.
 - Once the date is confirmed, Sarah Higginbotham will include a question about TM members' likely attendance in the survey so that we can confirm number of buses needed.
- Black Cat Café for ATM 2024 – Andy Friedlich
 - Andy will discuss logistics and operations for the Black Cat Café with Dawn McKenna for this year's ATM. In the past, she has purchased supplies and coordinated, and Andy will check if she is willing to continue.
 - Although Black Cat Café does not necessarily break even every year, the group agrees it is a worthy venture and TMMA should continue organizing and budgeting for the Café.
 - Sarah Higginbotham will add a question to the survey asking TM members if they plan to attend ATM in person or virtually. Having an approximate number of in-person attendees will help for planning and purchasing for the Café.

IV. **New Topics and Topics for after ATM**

Folks can reach out to Bridger McGaw with ideas at any time if they have any additional topics to add to future agendas. Topics for the upcoming meeting include:

- Tanya Gisolfi-McCready: Review and consideration of the suggested changes to the by-laws.

The meeting was adjourned at 8:27 pm. The next Meeting will be on May 8, 2024, at 7:30 PM conducted online via Zoom.