

**Middlesex Town Meeting Solutions Committee  
Meeting Minutes  
January 27, 2016**

Present: Susan Clark, Tim Murphy, Janette Shaffer, Dave Shepard, Barb Whitchurch, Greg Whitchurch

**1. Paper Ballot Vote for Auditor**

This year's Town Meeting will feature a paper ballot concerning a change in the way the Middlesex books are audited. This will necessitate a break while the paper ballots are distributed, people vote, and the ballots are collected. Susan will check into the potential for some live music during this time period.

**2. Remote Town Meeting Participation**

Barb reported that both Home Health and Hospice and Project Independence will print and distribute to Middlesex residents that they serve the flyer that has been prepared describing Remote Town Meeting Participation (RTMP). The flyer will also be posted on their bulletin board. Janette will email the flyer to both organizations. Tim provided the flyer to the Waterbury Area Senior Citizens Association (WASCA) and they will distribute it to Middlesex residents that they serve through the Meals on Wheels Program. A second distribution of the flyer in mid-February seemed like a good idea so Greg and Barb will drop off more flyers to enable that to happen. Janette will contact Sarah Merriman or Maryke Gillis about having the flyer posted on the Town website. The flyer could also be posted on the bulletin board at Rumney School and included in the Rumney School electronic newsletter.

It's not known who the Rumney School contact for setting up for RTMP will be this year; Janette will follow up.

There will be postings on Front Porch Forum about RTMP including some quotes from past participants.

**3. Visit with Waterbury Meals on Wheels Program**

Tim met with Karol Smith, the director of WASCA, about the information presented to support the annual funding request from Middlesex for the Meals on Wheels Program. Tim made some suggestions about the presentation of this information with regard to making it responsive to questions that have been raised at past meetings. Ms. Smith had prepared a document in question and answer format that provided a lot of information about the program. Tim highlighted specific details that would be helpful for Middlesex voters to know to better understand the service provided to Middlesex residents by this program. There will be handout prepared to go on the seats at Town Meeting. Some of the information Tim suggested should be included:

- how many meals are served to Middlesex residents per year;
- describe the significant fundraising done to support the program in addition to the contributions sought from the towns that are served;
- there is no waiting list to be served by the Waterbury Meals on Wheels Program; and

- the Council on Aging included Middlesex in WASCA's service area for Meals on Wheels.

#### **4. Tax Rate Table and Pie Graph**

Cindy Carlson has met with John Riley to prepare the table and pie graph used to illustrate the tax rate to support the proposed town budget. Greg has asked for an advance copy that can be provided to any RTMP participants.

#### **5. Child Care During Town Meeting**

Staff from Community Connections will be providing child care at Rumney School during Town Meeting.

#### **6. Town Meeting Meal**

Liz Scharf will be preparing the meal to follow Town Meeting.

#### **7. Presentation of the Colors**

The Presentation of the Colors during Town Meeting last year was well received and Peter Hood will make the contact about having it performed again this year.

#### **8. New Voter Letters**

Barb will get the list of newly registered voters and she and Susan will compile and send out the welcome letter to these new voters.

#### **9. Vote Tabulator Machines**

Vote tabulator machines will be used at Town Meeting this year.

#### **10. Sound for Town Meeting**

Greg will check with Bennett Shapiro on whether he will be doing the sound for Town Meeting. Once it has been confirmed Janette will coordinate regarding RTMP.

#### **11. Minutes from the December 14, 2015 Meeting**

Minutes of the December 14<sup>th</sup> meeting were approved.

Next Meeting: will be held at the Rumney School library on February 17<sup>th</sup>

Minutes recorded by Dave Shepard