

# TOWN OF ANDOVER MEETING NOTICE

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TOWN CLERK'S OFFICE

2021 APR -8 AM 9:29

BOARD/COMMITTEE: TOWN GOVERNANCE STUDY COMMITTEE (TGSC)  
Date: April 12, 2021  
Time: 4:00-6:30PM  
Location: Virtual Meeting Broadcast on Comcast Channel 22 and  
Verizon Channel 45, and livestreamed at:  
<https://andovertv.org/livestreams>

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## Agenda

- 1) Call to Order 4:00pm
- 2) Approval of Committee & Subcommittee Meeting Minutes: 4:00pm
  - a. March 29, 2021 Committee meeting
  - b. April 5, 2021 Subcommittee meeting
- 3) Current Focus of Committee: 4:05pm
  - a. Decision to Recommend Retention of Open Town Meeting
  - b. Deliberation on Remaining Open Town Meeting Reform
  - c. Planning for Study of Secondary Topics: (i) Method of Study;  
(ii) Selection of Topics
- 4) Public Comment 4:10pm
- 5) Deliberation on Remaining Open Town Meeting Reform 4:20pm

No.	Potential Reform	Intended/Purported Benefit	Committee Disposition
14	Designate an advocate(s) at Town Meeting to relay resident feedback during article discussions	Allows residents who cannot attend Town Meeting to have their sentiments expressed	To be discussed 4/12

- 6) Discuss Method of Studying Secondary Study Topics 4:35pm  
 a. Method (including Study by Topic Point Persons) RECEIVED TOWN CLERK'S OFFICE  
 b. Identify Timetable 2021 APR -8 AM 9:29
- 7) Select Secondary Study Topics 4:50pm  
 a. Select from Topics Identified in January 2020 TOWN OF ANDOVER, MASS  
 b. Select Topics related to Diversity, Equity, and Inclusion?  
 c. Select Additional Topics?  
 d. Identify Topic Point Persons
- 8) Discuss Report-Writing 5:50pm  
 a. Writing Team  
 b. Report Format & Structure  
 c. Timing of Delivery of Draft Report to Committee
- 9) Next Steps: 6:20pm  
 a. Convene in May to Discuss Topics  
 b. Present Update to Select Board in April  
 c. New business?
- 10) Adjourn 6:30pm

*Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Town Governance Study Committee will be conducted via remote participation. The virtual meeting will be broadcast on Comcast Channel 22 and Verizon Channel 45.*

*Members of the public who wish to participate in the meeting can do so by calling 978-623-8230, or by emailing [townclerk@andoverma.us](mailto:townclerk@andoverma.us). Residents are encouraged to email their questions or comments ahead of the meeting, however, staff will be available to present the Committee with questions and comments received during the public comment period of the meeting. Please include your name and address with your question or comment.*