

## TOWN OF ANDOVER MEETING NOTICE

RECEIVED  
TOWN CLERK'S OFFICE

2021 AUG 11 PM 2:59

BOARD/COMMITTEE: TOWN GOVERNANCE STUDY COMMITTEE (TGSC)  
Date: August 30, 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>

TOWN OF ANDOVER, MASS

---

### Agenda

- 1) Call to Order 4:00pm
- 2) Approval of Committee's July 29, 2021 Meeting Minutes 4:00pm
- 3) Current Focus of Committee: Study of Non-Form of Government Topics 4:05pm
  - a. Tier 1 – May & June: Committee Appointment/Structure/Existence and Communications
  - b. Tier 2 – July-September: Financial Process, Government Business Process, and Miscellaneous Topics, as formulated in January 2020
- 4) Public Comment 4:10pm
- 5) Tier 2 Topics Study Presentations and Discussion: 4:20pm

Study Topic	Point Person(s)	Estimated Discussion Time
1. To what degree should strategic planning be required by charter or bylaw?	Austin Simko, Dick Fox & Andy McBrien	15 minutes (to 4:35pm)
2. Financial Process	Austin Simko, Dick Fox & Andy McBrien	20 minutes (to 4:55pm)
3. Government Business Processes	Austin Simko	10 minutes (to 5:05pm)
4. How can the TGSC further diversity, equity, and inclusion goals?	Gail Ralston	10 minutes (to 5:15pm)
5. Should elections be moved to June so newly-elected officials have 10 months and not one month to prepare for Town Meeting?	Austin Simko	15 minutes (to 5:30pm)

6. Should we have a recall mechanism for elected officials?	Paradigm Associates	20 minutes (to 5:50pm)
7. Should residency requirement for Town officials be removed?	Paradigm Associates	20 minutes (to 6:10pm)
8. Ranked choice voting	Andy McBrien	20 minutes (to 6:30pm)

6) Next Steps:

6:30pm

- a. Action Items to Resolve Tier 2 Topics in September
- b. Remote vs. in-person for future meetings?
- c. Report-Writing Milestones
  - i. First Draft Provided to the Committee – October 18
  - ii. Final Draft Presented to Select Board – December 3
- d. New business?

7) Adjourn

6:40pm

*Pursuant to S.2475 "An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency," which was enacted into law on June 16, 2021, this meeting of the Town Governance Study Committee will be conducted via remote participation to the greatest extent possible. 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), at or before the meeting's designated public comment period. Residents are encouraged to email their questions or comments ahead of the meeting. Please include your name and address with your question or comment.*

*Every effort will be made to ensure that the public can adequately access the proceedings in real time via technological means. In the event that we are unable to do so despite our best efforts, we will post on the Town's website an audio or video recording, transcript, or other comprehensive record of the proceedings as soon as possible after the meeting.*