**Agenda for the Charter Review Committee Convening on June 10th, 2020**

**Disclosure:** Pursuant to Governor Baker’s March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, 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 Charter Review Committee will be conducted via remote participation to the greatest extent possible. There will be no in person attendance permitted.

**Link to join meeting:**  [https://zoom.us/j/97602684337](https://zoom.us/j/97602684337)

**Call In:** 1-646-876-9923

**Meeting ID:** 976 026 843 37

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**Call to Order at 7:00PM (Meeting is recorded)**

**Roll Call**

**Introduction of New Members**

**New Business**

1. **Review Roles & Responsibilities**
2. **Select Chairperson for the Committee**
3. **Select Vice-Chairperson for the Committee**
4. **Zoom Etiquette (Joshua McGraw)**
5. **Open Meeting Law Review (Marilee Hunt)**
6. **Establish committee rules/policies**
7. **Initial Committee Planning**
   - Determine Focus/Scope of the Committee’s efforts
   - Review / Identify potential data resources
   - Examine initial timeframe for reporting to the Town Council (milestones) the Committee’s progress
   - Determine any Subcommittees needed
8. **Public Comment**
9. **Other motions as approved by Chairperson**
**Action Items for Next Meeting**

1. Invite former CRC Member (Carlton Hunt) for info / lessons learned
2. Invite Town Manager (Mike Dutton)

**Next Meeting – Schedule Date, Time, and Location**

**Adjourn**