



Town of Pembroke

Minutes of the Town Government Study Committee September 6, 2016

PRESENT: Daniel W. Trabucco (Chairman), Scott Wilson, Elizabeth Bates, John Duggan and Holly Walsh

7:00 Meeting Opened: Passed July 13, 2016 meeting minutes. No action needed on August 6, 2016 meeting minutes. Committee was made aware after the meeting that the Committee size had not yet been reduced from 9 to 7 members so there was no quorum. Draft of meeting minutes have been posted to town website for informational purposes only but were not voted on.

Reviewed agenda and prior meeting's discussions. D. Trabucco confirmed that Board of Selectmen has voted to reduce size of Committee from 9 to 7.

Committee Action Items:

- Committee voted to reorganize the Board. Board structure is now: Scott Wilson – Chairman; John Duggan – Vice Chair; Secretary – Holly Walsh
- Committee decided on initial approach to gather information:
 - Distribute org chart along with survey to Department Heads and Boards for feedback
 - Meet with Department Heads and Boards as warranted for further information on their responses
 - Concurrently review surveys from other local to prepare another survey for a wider audience which would include taxpayers, employees, etc.
- Committee drafted initial survey questions for distribution to the Department Heads and Boards. Survey will be drafted and then reviewed and voted on at next meeting.

Old Business:

None

New Business:

- The next meeting date of September 13th was set.
- The meeting was adjourned at 8:30 PM