

Town of Natick
2020 Spring Annual Town Meeting
July 2020 Sessions

MEMORANDUM

Date: July 1, 2020

To: Town Meeting Members

From: Frank W. Foss, Town Moderator

CC: Diane Packer, Town Clerk, Town Administration and NPS Administration

Subject: 2020 Spring Annual Town Meeting

Greetings. I hope this memorandum finds you well. Please read the following memo carefully as we move forward during this delayed 2020 Spring Annual Town Meeting.

VENUES

Town Meeting has been recessed after concurring with the Town Clerk, Select Board, and safety and health professionals, such that the first session of 2020 Spring Annual Town Meeting (SATM) will be held at Wilson Middle School on July 7, 2020 at 7:30 PM. At that time, I, the Town Clerk and a very small number of Town Meeting Members will assemble. Once it is clear that a quorum is not present the only allowable motion will be to adjourn. That adjournment motion will be as follows: “move to adjourn 2020 Spring Annual Town Meeting to 10 AM on Saturday, July 11, 2020.

After receiving my request, the Select Board voted to approve moving the 2020 SATM venue from in-person to electronic and or telephone conferencing. Therefore, the second session of 2020 SATM will be assembled using the www.Zoom.com platform augmented by the www.vvoter.com software.

EMAIL ADDRESS

Please send your email address to moderator@natickma.org I will only use such to assist the 2020 SATM technical staff and forwarding you login software security data. Such is the ONLY way we can securely provide Town Meeting Members your distinct log in codes, links and passwords for the Zoom.com and vvoter.com software.

If anyone has a question or concern about the above information, please contact me immediately through my moderator@natickma.org email or calling 508 231-6288

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TRAINING SESSIONS

Holding Town Meeting using electronic conferencing and telephonic connectivity is unusual to Natick Town Meeting and will require training. We will all need to practice the use and connectivity of software, methods of seeking recognition, debating best practices, Town Meeting Members moving motions, permitting all persons wishing to speak, etc. Two practice sessions have been scheduled for all Town Meeting members:

- Wednesday, July 8th at 7:00 PM and
- Friday, July 10, 2020 at 7:00 PM.

It is critical that each Town Meeting Member participate in at least one of these sessions to assure that you are proficient in logging in, reconnecting, voting and working within the meeting software asking questions and making motions etc.

New Town Meeting Members are invited to attend a Town Meeting orientation Zoom meeting that I will be held on July 9, 2020 at 7 PM. An overview of our town meeting practices, what to do and listen for and the meeting nuances will be discussed. New and current Town Meeting Members, along with interested persons, please send me your email address so that I can send you a Zoom invite to the New Town Meeting Orientation Meeting - moderator@natickma.org

LEVEL SET MEETING & PROPOSED RULES

As required in the legislation, the first act Town Meeting must take is to vote to agree to meet virtually. In addition, as developed by the Moderator, TM will be asked to approve changes to rules and practices. Rather than explain such here, I provide a list of the Moderator Opening Agenda Item topics and then indicate changes, if any. I will be delving deeper into these rules as part of the July 8, 2020 and July 10, 2020 practice sessions.

Practice/Rules/Etc.

TM Task	In-Person Meeting	Virtual
TM Member Check-in	At auditorium door	Pre TM - vvoter.com function
TM Virtual Vote	Not Required	Start of 2 nd Session
Welcome	Per general practice	Same
Warrant Service	Per general practice	Warrant, Recesses, Moderator request, Select Board Notice.
Oath of Office	Per general practice	Same
Pledge of Allegiance	Per general practice	Same
Moment of Silence	Per general practice	Same

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Town Officials	Clerk, Fin Com leaders, Town Counsel, Town Administrator, Select Board chair, OT staff & Town Staff for Overhead.	Same & deputy moderators, assistant clerk(s), Help desk staff (12), additional OT staff (2), an additional town counsel
Seating	Auditorium seating designated by Moderator	Placement of Officiants, TM Members, Town staff and sponsors, & residents, taxpayers & interest persons in Zoom Meeting.
Viewing access	Pegasus Cable & On Demand Streaming	Same
Reading of Meeting Rules	By laws & Rules	Modified rules for VTM
Motion to Wave Reading Articles and Motion	Same	Same
Rule for Consent Agenda	Same - limited scope of motion therein.	Same - broad scope of motions therein.
Processing Motions	Per by laws and rules in writing delivered in advance and/or by hand.	Per by laws and rules in writing delivered in advance and/or by email.
Resolutions	After 48 hr. notice to Moderator	Same
Test Vote:	During Moderator Comments	After Virtual Vote, if needed
Level-set Meeting	Same entire warrant less CAM.	Same, limited articles after 3 CAMs.

CONSENT AGENDA MOTIONS (CAM)

After approval of the consent agenda rule, I plan to propose three (3) Consent Agenda Motions (CAM). Each motion bundles similar types of articles and or actions.

The first CAM that TM will consider will contain mostly article motions seeking TM to refer all the subject matters included in the motion. For example, these referral motions will be made regarding zoning amendment articles, home rule petitions articles, citizen petitions articles and articles where the sponsor has requested referral action.

The second CAM for TM consideration will contain mostly article motions seeking no action, positive action or other approvals which TM traditionally passes every spring annual town meeting. For example, these assorted motions will be made regarding the revolving fund authorization article, the Select Board authorization to enact easements not requiring appropriations, and non-fiscal year budget related articles.

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The third and final CAM for TM consideration will contain mostly article motions seeking some actions related to the FY20 and FY21 financial articles. For example, these assorted motions may relate to the budgets appropriations, salary authorization(s), collective bargaining agreements appropriations, and capital improvement and equipment appropriations.

Once these three CAMs are acted upon consistent with the rule passed at this TM, any articles not acted upon will be taken up by TM in the numerical order in which such appear on the warrant. As of the time of this writing, I fully expect such articles to include Articles 6, 8, 10 & 12.

Looking forward to seeing you at the practice and orientation meetings.