

CHARTER INFORMATION COMMITTEE. BOW NH
MEETING MINUTES – APPROVED

Date: 12/19/2022

Present: Peter Imse, Anthony Foote, Sue Marcotte-Jenkins, Angela Brennan, Jack Crisp, Chris Lins

Present via Zoom: Harry Judd (out of state)

Call to Order: 6:03 pm

Minutes prepared by Sue Marcotte-Jenkins

TOPIC OF DISCUSSION	MOTIONS & DISCUSSION POINTS	DECISIONS/ACTION STEPS	ACTION STEPS BY WHOM
Review/Approve minutes of Meeting on 11/21/2022	Motion to accept the minutes by Mr. Crisp; seconded by Mr. Judd	Minutes approved unanimously	--
Public notices of/access to meetings	Ms. Marcotte-Jenkins shared Town's protocol for Committee members' attendance via Zoom No hard & fast rules regarding making meetings available to the public via Zoom Anticipate meetings will last 1 – 1.5 hours	Submit the final agendas for future meetings to the Town's Admin Assist on the Fridays before the meetings	Ms. Marcotte-Jenkins
Plan of Action	1. Invite guest experts to present/discuss these topics: <ul style="list-style-type: none"> • Forms of Government available to Bow (Town Counsel and/or NH Municipal Assoc) - January • Charter Commission process (Town Counsel) - Feb • Experience of Other Towns (members of Salem & Concord Charter Commissions) – March 2. Distill what we learn into an education packet 3. Distribute the packet on Town website, at presentations to various organizations, etc. At March 2023 Town Meeting announce our existence and process Target for completion of our work is March 2024	Invite Town Counsel and NHMA attorney Steve Buckley to January meeting; first share with them tonight's Power Point slides. Also invite Town Counsel to February meeting. Invite members from Charter Commissions in Salem and Concord (Bill Glahn) to March meeting	Ms. Brennan and Mr. Imse Ms. Brennan and Mr. Judd
Presentation of 2021-22 Town Governance Committee	Slide presentation – Forms of Town Government in NH (Ms. Marcotte-Jenkins and Andrew Mattiace)	Share copy of slides among CIC members with understanding their content	Ms. Marcotte-Jenkins

		is a work in progress—not ready for broad publication	
Other	Clarification of this Committee’s charge (educate the public) and the value of this work (informed decisions by the electorate)	--	--
	Logistics of the next meeting – 1/23/23	Inform Town Admin Assist of change meeting date Consult with Town Admin Assist re Zoom; get the link for the agenda, set up the equipment, etc.	Ms. Marcotte-Jenkins Mr. Foote

Meeting adjourned at 7:47 pm

NEXT MEETING: We changed the next meeting to **Monday January 23, 2023 at 6 pm** because the 3rd Monday is a holiday.