

**Harwich Voter Information Committee
Wednesday, March 24, 2:00 pm**

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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 Town of **Harwich Voter Information Committee on March 24 at 2 pm** will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Town of Harwich website, at www.harwich-ma.gov. For this meeting, members of the public who wish to watch the meeting may do so in the following manner on Channel 18 or by watching the simulcast at:

<http://harwich18.dyndns.org/cablecast/public/Live.aspx?ChannellD=1>

No in-person attendance of members of the public will be permitted, but 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 best efforts, we will post on the Town of Harwich's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

- I. **CALL TO ORDER: Roll Call**

- II. **PUBLIC COMMENT**

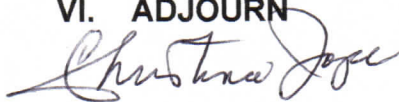
- III. **NEW BUSINESS - Approve February 24, 2021, minutes**

IV. OLD BUSINESS

- 1. Know Your Town update**
- 2. Review Status – Spring Programs.**
 - Financial State – 4/6*
 - Warrant Review – 4/20*
 - Candidates Forum – 5/11*
 - A Guide to Town Meeting – Brochure and Program*

V. OTHER

VI. ADJOURN



Christina Joyce, Chair

Posted: Town Clerk

Date:

Per the Attorney General's Office: The committee may hold an open session for topics not reasonably anticipated by the Chair 48 hours in advance of the meeting following "New Business." If you are deaf or hard of hearing or a person with a disability who requires an accommodation, contact the Selectmen's Office at 508-430-7513.

**Voter Information Committee
Virtual Meeting via Go to Meeting
2:00 pm, Wednesday, February 24, 2021**

DRAFT MINUTES

- I. **CALL TO ORDER:** Chair Joyce called the meeting to order at 2:04 pm with a roll call. Pam Groswald- present Emily Milan- present. Margaret Rose was absent.
- II. **PUBLIC COMMENT:** There was no public comment.
- III. **NEW BUSINESS - Approve January 27, 2021 minutes**

Ms. Groswald made a motion to approve the January minutes. Chair Joyce amended the motion to include a correction in section II paragraph c to replace the word “contented” with “contested”. Ms. Groswald seconded and a roll call vote was taken. Ms. Groswald- yes, Ms. Milan- yes, Ms. Joyce- yes.
- IV. **OLD BUSINESS**
 1. ***Know Your Town update:***

Ms. Milan reported that she sent an email invitation over a week ago and has heard back from 6 department heads so far. Collection of community questions has also begun. Recordings will begin next week. She also reported having heard from Joy Jordan, Community Engagement Coordinator for the Monomoy Regional School District, expressing interest in involving the schools in the podcast series. Ms. Milan suggested including both Monomoy RSD and Cape Cod Technical School but eliminating the financial piece of the interview since that is covered in the Financial State of Harwich program. Ms. Groswald agreed as did the Chair. Ms. Milan will reach out to both school districts with an invitation.

Chair Joyce asked what further assistance Ms. Milan required from the committee. Ms. Milan requested that committee members share the marketing materials for the podcast series in an attempt to solicit additional community questions.
 2. ***Review Status – Spring Programs***
 - a. ***Financial State – 4/6-*** Typically the program consists of six panel members and the host, Ms. Groswald. Due to pandemic restrictions the format may need to be modified slightly. The Chair advised Ms. Groswald to coordinate with Jamie Goodwin, Channel 18 Manager to discuss and finalize the format. Once a decision is made invitations can be distributed.

- b. **Warrant Review – 4/20-** Ms. Rose will host the Warrant review. The Chair indicated that her percent meeting with Town Administrator Joe Powers was postponed so we are still awaiting information on the final warrant.
- c. **Candidates Forum – 5/11-** There are currently 9 elected vacancies on Town Boards and Committees, to date, these races are uncontested with the exception of the Board of Selectmen. The Chair reported that she had been in contact with the League of Women Voters representative Florence Seldin to discuss options for a virtual program. Ms. Seldin indicated the the League has hosted several virtual forums and is comfortable with moving forward. The Chair has a followup call with Ms. Seldin in the coming weeks.
- d. **A Guide to Town Meeting – Brochure and Program-** The Chair relayed that her meeting to review the document with Town Administrator Joe Powers was postponed. The Chair asked if the committee felt that Town Clerk Anita Doucette should review the document as well. Both Ms. Groswald and Ms. Milan agreed.
- e. **Possible program – Capital Outlay & CPC-** The committee briefly discussed the possibility to postpone this undertaking until the Fall. Additionally, the committee agreed that the proposed Town Meeting Guide program with Moderator Ford should also be postponed.

3. VIC web page update

- a. Ms. Milan will add the list of committee vacancies to our page and begin drafting flyers for other upcoming programs. programs

V. OTHER: The Chair reported a positive response to the library newsletter advertising the Know Your Town podcast. She indicated that she shared it widely among various contacts. Finance Committee Chair Jon Chorey responded with a request that the Voter Information Committee promote vacancies on town committees and assist with recruiting. Ms. Milan suggested a fall podcast series which would include an invitation to all committee chairs. This program would serve to provide basic info on the role of the committee as well as a recruitment effort.

VI. ADJOURN There being no further business, Ms. Milan made a motion to adjourn. Ms. Groswald seconded. The Chair took a roll call vote. Ms. Milan - yes, Ms. Groswald- yes, Ms. Joyce- yes. The Chair adjourned the meeting at 2:27 p.m.

Respectfully Submitted,
Emily Milan, Clerk
