

TOWN OF MARBLEHEAD

Meeting Minutes



Moderator's Committee to Report on the Costs of Implementing Article 44
Wednesday, November 16, 2022, 9:00 AM, Hybrid Meeting, Abbot Hall

Present: Jeff Shribman, Chair; Amy Drinker; Pat Franklin; Thatcher Kezer; Rosalind Nadeau; Katharine Redmond; Laurie Blaisdell

Online: Nancy Powell

Jeff Shribman, Chair, called the meeting to order at 9:02 AM.

MOTION to approve the September 29, 2022 meeting minutes: motion made, seconded, and unanimously approved.

MOTION to approve the October 19, 2022 meeting minutes: motion made, seconded, and approved by a majority with one abstention.

Report to the committee by Pat Franklin (Marblehead Finance Committee member):

At the November 14, 2022 Finance Committee meeting, Pat Franklin asked the Finance Committee for input re: the *Moderator's Committee to Report on the Costs of Implementing Article 44* charge from May 2022 Town Meeting. Pat distributed a sheet he compiled with FinCom comments.

Ensuing discussion by the Article 44 committee included these topics:

- Have a dedicated laptop at each hybrid meeting site that can be logged into by committees that are using the site
- Distinguish between hybrid open meeting technology enhancements and additional requirements.
- Infrastructure/hardware costs per site vs. software and personnel costs per site

Comments to the committee by Thatcher Kezer, Marblehead Town Administrator:

Discussion included:

- The Town's IT (information technology) budget is focused on general infrastructure improvements
- Storage costs (cloud-based) for open meeting video recordings TBD, but for reference: 100TB of storage, for a five-year period, could cost between \$38,000 and \$90,000+.
- Suggestion from a committee member to consider audio recordings or meeting transcriptions as more economical ways to store open meeting recordings
- Site hardware costs for six identified sites could total \$40,000
- Given its budget constraints, the Town is prioritizing overall operational needs, not enhancements
- Consider fixed costs, operating costs, level of services and staffing levels for hybrid open meetings
- Not all committees required to comply with open meeting regulations have budgets to build line-item costs for hybrid open meeting expenses
- Article 44 ongoing costs would need to be built into town department operating budgets
- The six sites previously identified by the Article 44 committee are locations where hybrid meetings currently take place. This does not necessarily mean each site will be available to additional committees and departments for day or evening meetings.
- The Town shouldn't try to standardize tech purchases as there will always be new, evolving hardware and software technologies that users will migrate to.

New Business: none

Public Comment: Megan Sweeney

The committee's next meeting is scheduled for Wednesday, December 14, 2022, 9:00 AM at Abbot Hall.

<https://www.marblehead.org/minutes-and-agendas>

By a **MOTION** and second from the committee, and voted unanimously, the meeting was adjourned at 10:12 AM.

Meeting minutes submitted by Amy Drinker, committee recording secretary

NOTES:

The deadline for submission of warrant articles for Marblehead Town Meeting 2023 is as follows:

Friday, January 20, 2023 (noon): department and town committee articles

Friday, January 27, 2023 (noon): citizen petition articles

Information regarding Massachusetts open meeting law can be found on the mass.gov website:

<https://www.mass.gov/doc/open-meeting-law-guide-and-educational-materials>

<https://www.mass.gov/the-open-meeting-law>

The Town of Marblehead ARPA Spending Plan as of October 12, 2022 can be found at:

https://www.marblehead.org/sites/g/files/vyhlif4661/f/uploads/2022-10-12_select_board_arp_a_presentation.pdf