TOWN OF MARBLEHEAD
Meeting Minutes

Moderator's Committee to Report on the Costs of Implementing Article 44
Wednesday, December 14, 2022, 9:00 AM, Hybrid Meeting, Abbot Hall

Present: Amy Drinker, Pat Franklin, Thatcher Kezer, Rosalind Nadeau, Katharine Redmond, Laurie Blaisdell, Nancy Powell

Remote: Jeff Shribman, Chair

Amy Drinker, Vice Chair, called the meeting to order at 9:02 AM.

Amy made remarks in recognition of the late Gary Spiess, retired Town Moderator, regarding his many years of volunteer contributions to the town.

MOTION to approve the November 16, 2022 meeting minutes: motion made, seconded, and unanimously approved.

Report to the committee by Jeff Shribman re: hardware and availability of meeting spaces for the sites identified by this committee:
Abbot Hall, Mary Alley, Municipal Light Company, Abbot Public Library, the Jacobi Community Center, and Marblehead High School. Jeff will submit a written report to the committee including particulars of each site. Overall, the department heads that Jeff spoke to expressed a willingness to help facilitate hybrid meetings for other town departments/committees, but explained practical limitations for their individual sites.
Based on normal hours of operation, the site with the most potential for day and evening hybrid-meeting use may be Abbot Public Library at both its temporary site (Eveleth School) and its renovated site (235 Pleasant Street).

Comments to the committee by Thatcher Kezer, Marblehead Town Administrator:
Discussion included:
• Marblehead needs more robust technology systems including replacing network switches—improving the Town's network highway system. Also, charting a "topography" map of technology networks will address inconsistencies in the present network.
• To ensure hardware technology for end-user hybrid meeting capabilities is between $5,000 and $6,000 per meeting site.
• The Mary Alley hybrid meeting room needs to be re-wired: there is a capacity issue.
• Costs for management of meeting recordings includes compressing and transferring video/audio files, paying for storage, and personnel to manage the process.
• Town counsel was consulted re: a Town bylaw to further define open meeting law. Should the town vote to add requirements to the state's open meeting law, it would be up to the town (not the state) to enforce those additional requirements and determine the consequences for infractions.
• The town's line item for technology upgrades in ARPA funds is $128,000.

New Business: Nancy Powell: is it possible to add Owl technology to the system used in the Abbot Hall room?
Thatcher Kezer: ad-hoc setups can fail. The reliability of the Owl system used at Mary Alley has proven to be unpredictable due Wi-Fi issues in that room, and also slight differences in laptop software/operating systems: having dedicated equipment components is the best approach to reliable connectivity.

Public Comment: Megan Sweeney, Jenn Schaeffner, Rhonda F., Laurie Barham

The committee's next meeting is scheduled for Wednesday, January 18, 2023, 9:15 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 10:25 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_arpa_presentation.pdf