

MEMORANDUM

TO: Members of the Millis Finance Committee

FROM: Cathy MacInnes

DATE: February 23, 2021

RE: Policies and Procedures Discussion

Thank you for the opportunity to submit questions and recommendations regarding the proposed policies and procedures for the Finance Committee.

1. Does the Chair set the agenda? When I was on the Select Board, a member or a resident could request an agenda item for discussion. The request would customarily go to the Town Administrator who would send it to the Chair. If the Chair approved, the item would be discussed at a meeting; if the Chair did not approve, end of story. Is there an alternative way to get on the Committee agenda? A resident could go on social media. What about a member? I ask this because, in fact, several Chairs of the Select Board over the years have refused to place items on the agenda.
2. Should members be assigned as liaisons to certain committees and town departments, i.e., Community Preservation Committee, library trustees, Council on Aging?
3. After presentation and discussion, if a member opposes the motion to approve a Warrant Article but the Article is passed by the Committee, can the dissenting member speak to the Article at Town Meeting? If so, where does the dissenter speak? From his/her chair or go to a microphone located in the aisle?
4. Can the Committee hold budget hearings prior to vote of Select Board? If so, can the Committee vote and send its vote with reasoning therein prior to Select Board vote?
5. Should the Chair ask each member for comments or suggestions when discussing each agenda item?
6. How does a member request information from the Town Administrator, Finance Director, Town Accountant, etc.?

I will discuss my questions in detail at our meeting, if the members deem discussion appropriate. Thank you.