

Michael Borg
Town Manager



TOWN OF NORTH ATTLEBOROUGH
43 South Washington Street
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508-699-0100

INTEROFFICE MEMORANDUM

DATE: Tuesday, March 26, 2024
TO: Town Clerk
FROM: Michael Borg *Wm J ZOMARZY*
CC: Town Councilors
RE: **Measure 2024-020- Approval to Establish Regular Scheduled Town Council Sub-Committee Meetings.**

Town Council Meeting- President Justin Paré
Measure 2024-020- Approval to Establish Regular Scheduled Town Council Sub-Committee Meetings.

Purpose and Justification:

Purpose:

The purpose of establishing regularly scheduled subcommittee meetings is to facilitate efficient and focused collaboration among members of the subcommittee. These meetings serve as a structured forum for subcommittee members to discuss, plan, and execute their responsibilities effectively, ultimately contributing to the successful achievement of the subcommittee's and the Town Council's goals.

Justification:

Enhancing Productivity and Accountability: Regularly scheduled subcommittee meetings provide a dedicated platform for members to review progress, share updates, and set priorities. This fosters a sense of accountability, thereby reducing the risk of tasks being overlooked.

Timely Decision-Making: Scheduled meetings help expedite decision-making processes. As issues arise, subcommittee members can convene promptly to discuss and resolve them, preventing delays and ensuring that important matters are addressed in a timely manner.

Optimizing Resource Allocation: Regular meetings allow subcommittees to access needed resources that support their requirements. Regular meetings allow for deconfliction of constrained meeting resources such as conference rooms. Further, regular meetings ensure media coverage of subcommittee meetings.

Continuous Progress Monitoring: Consistent meetings enable continuous progress monitoring. Subcommittees can track their achievements, identify obstacles, and adjust their strategies as needed to stay on course and meet their objectives.

Stakeholder Engagement: Most importantly, regularly scheduled meetings offer a structured platform for engaging with stakeholders, whether they are community members, experts, or other relevant parties. This engagement ensures that the subcommittee's work aligns with the needs and expectations of its constituents.

Alignment with Strategic Goals: An established an regular meeting schedule supports the Town Council's strategic priorities of Good Governance and a Thriving Community.

In conclusion, the establishment of regularly scheduled subcommittee meetings serves a vital purpose in promoting productivity, communication, and accountability among subcommittee members. It enhances decision-making, resource allocation, and progress monitoring while aligning subcommittee efforts with strategic goals and fulfilling potential regulatory obligations. These meetings provide a structured framework for effective collaboration, ensuring that the subcommittee can fulfill its mission and deliver value to the residents of North Attleborough.

The Town Council met on September 18, 2023, and on behalf of the Town Council, a motion was made by Vice-President Simmons to refer Measure 2024-020- Approval to Establish Regular Scheduled Town Council Sub-Committee Meetings to the Rules Sub-Committee for further discussion and review.

The motion was seconded by Councilor Donovan.

Motion carried. 8-0 UNANIMOUS

The Rules Sub-Committee met on October 23, 2024, and on behalf of the Committee, a motion was made by Councilor St. Pierre to continue this meeting at a further date.

Councilor St. Lawrence seconded the motion.

Motion carried 4-0.

The Rules Sub-Committee met on October 23, 2024, and on behalf of the Committee, a motion was made by Councilor St. Pierre to refer Measure 2024-020- Approval to Establish Regular Scheduled Meetings to the Full Town Council with a favorable recommendation.

Councilor St. Lawrence seconded the motion.

Motion carried 4-0.

The Town Council met on March 25, 2024, and on behalf of the Town Council, a motion was made by Vice-President Simmons to approve Measure 2024-020- Measure 2024-020- Approval to Establish Regular Scheduled Town Council Sub-Committee Meetings.

Councilor Slobogan seconded the motion.

Motion carried 8-0.