

Dear Colleagues:

Attached hereto is a memorandum covering the Fall Special Town Meetings, including the special procedures relating to the fact that these meetings will be held remotely. This email and the attached memorandum will be posted on the Town website under Town Meetings/2020 Fall Town Meeting/Virtual TM Help Files. Please review this memorandum carefully, and note that you may if you wish participate in practice sessions on November 5 and possibly November 12.

The Combined Reports and other material relating to these meetings will be mailed to you on or about Monday, November 2. If you wish to offer a motion under any of the articles on the warrants for these meetings or to submit reports or other material appropriate for mailing with the Combined Reports, these should be delivered to the Office of the Select Board or Town Clerk at your earliest convenience in order to facilitate this mailing. The deadline for inclusion of any such material with the Combined Reports mailing is noon on Thursday, October 29. If you miss that deadline, you may submit such material by noon on Wednesday, November 11, for inclusion in the usual supplemental mailing.

As set forth in the attached memorandum, the first session of Town Meeting will be held at 7:00 PM on Tuesday, November 17, with additional sessions scheduled for November 18, 19 and 30, and December 2 and 3. However, the dates of the additional sessions and of any other sessions necessary to conclude the substantial book of business at these two meetings are ultimately up to Town Meeting.

If you wish to be assured of a position on the speakers' list for an article, you should submit your request in advance by email (sgadsby@foleyhoag.com) or voicemail (738-6609). In either case, please let me know your name and precinct, the article on which you wish to speak and the position you will be taking (if you have determined that). All presentations will be limited to three minutes absent my advance authorization to exceed that limit. If you plan to accompany your presentation with PowerPoint slides, please (a) let me know in advance, and (b) email your slides to tm@brooklinema.gov prior to noon on the day of their use.

I would appreciate it if those of you who are citizen petitioners would forward this email and the attachment to any of your co-petitioners who are not TMMs. All petitioners should bear in mind that their status as petitioners does not itself guarantee them a position on the relevant speakers' list. They need to inform me of their desire to speak, per the preceding paragraph.

The November meetings will be extraordinary affairs given the number of complex and controversial articles on the warrants for these meetings. You would be well advised to study the material in the Combined Reports with special care so that you will be able to deal knowledgeably with the issues that will be coming before you.

Regards, Sandy Gadsby, Town Moderator