

NORTH YARMOUTH COMMUNICATIONS COMMITTEE
Special Meeting on Candidates' Night
May 6, 2016
Minutes

Attending: Rob Wood, Donna Palmer, Darla Hamlin, Rosemary Roy, Kathy Whittier

Motion to accept minutes of previous meeting: Donna/Rob. Voted.

All questions will be confidential and will not be released to the candidates ahead of time.

Moderator: Michael Treister will do this. He says he sort of unfamiliar with town politics. Rob will fill him in on any questions.

Which candidates will be invite? There are two candidates for the 3-year slot (ed. note: This is actually four candidates for the 3-year slot), one for the 1-year slot, one for SAD 51 director, and 1 for Cemetery Commission. What about unopposed candidates? Invite 1 person for SAD position to speak for about 3 minutes. Rob will explain our purpose for the night. Treat all Selectboard candidates the same.

Format-room layout: We will use cameras on tripod so that we can be more mobile. Seat candidates against the long wall and place chairs in a half-circle. Moderator will be in back corner with podium or in the middle of the room. We can seat about 45 people in this configuration. The room can be set up any time during the week of June 2. Darla can help Rosemary set up. Draw names out of a hat to see who goes first. Questions will be asked of all candidates – whoever is first on one question will be last on the next one. Rob will run the timer. Allow no more than 2 minutes per answer with closing summaries of 1-2 minutes each.

Questions: Options – (1) Ask four best questions then open to audience, (2) go through structured questions by 8:00 then open up to audience, (3) Moderator asks one question, then one from audience. Decided to try format (3). For audience questions, all candidates have the option of answering with equal time for all. This follows along with comments that the public needs to be heard. Structured questions: Use (a) What skills and experience, including working collaboratively with budgets, do you have that prepare you for being on the Select Board? (b) If we project five years into the future, what changes do you see for our town? How will you play a part in that? (c) What do you feel are the three most critical issues facing North Yarmouth today and why? Possible (d) Pick a critical issue from Qc and expand.

Other business: Newsletter content. Rosemary is expecting 5-6 pages from the BOS as well as project information, election information, and other stuff from her. Information also includes TIF, quarterly calendar, volunteers, Events Committee contest, FAQs from BOS, department of the quarter?. The newsletters should be on a quarterly calendar. Discussion of deadline for information (also gathered quarterly):

Information received	5/13
Editorial completed	5/20
Design completed	5/27
To printer	6/6

Rosemary will rough in whatever information is available by 5/13. If content is about 4 pages, copied at Town office; if more, send to printer. NEXT MEETING: 5/20/16 (ed. note: this meeting was not held)