

**Town of Topsfield
FY2019 Government Review Committee (GRC)**

Meeting Minutes

July 30, 2019

7:00 P.M.

Topsfield Town Hall
First Floor Conference Room

1. **Call to Order:** Lou Ross called the meeting to order at 7:05 P.M. with Jon Palace and Roberta Sapienza present. Dave Larsen also attended.
2. **Minutes:** Minutes for June 20, 2019 will be prepared for review and approval at next meeting.
3. **Responses to Questions with Town Board Members and Officials.** Discussion of request for oral report of findings and recommendations to Board of Selectmen before GRC finalized and voted on executive summary. Discussion of executive summary, report and recommendations, including GRC member roles moving forward.
4. **Upcoming Meeting Schedule:** The GRC will meet at 7:00 P.M. on September 17, 2019.
5. **Correspondences.** There were no correspondences.
6. **Adjourn:** Jon Palace moved to adjourn at 7:20 P.M.; seconded by Roberta Sapienza. Approved 3-0.

Materials used at the meeting:

1. Agenda
2. Draft Executive Summary