

Holland Conservation Commission
27 Sturbridge Road, Holland MA 01521

Minutes of Conservation Commission held on May 29, 2018

Members Present:

Andy Harhay, Marcia Beal, Kathy McKenna, Chris McCooe, Jessica Chaffee, Anne Hall and Sam Spratlin.

Call to Order:

Meeting called to order at 6:04 pm by Andy Harhay, Chair.

Order of Business:

Agenda Introduction -

- Andy indicated that the purpose of this meeting was to enable commissioners to offer and then discuss suggestions for improving interactions between members, and between individual members and the public. Input was sought on ways to further enhance group/meeting effectiveness.
- Members were provided with an outline of *Robert's Rules of Order* prepared by resident John Scott for use by the HRA to highlight the following section:

*“COURTESY and RESPECT MUST BE DEMONSTRATED
by doing the following:*

- *Always ONLY address the Chair – no one else!*
- *NEVER address/speak to/attack a person or group; only speak to ideas, arguments, etc.*
- *ONLY the person who has the floor has the chair's permission to speak.*
- *The chair demonstrates preferences towards members who have spoken and/or have been recognized the least.”*

Comments –

- Members commented that the key concept is conveyed in the second action, which is don't speak to attack another person; speak to ask pertinent questions, to support or to explain your rationale for having a different idea or approach for addressing the topic.
- It was felt that the Commission had to always act in a professional manner, recognizing that it is representative of Holland government, as well as MassDEP.
- As to the Chair's question on whether the commissioners want him to exert strict control of the meeting, (e.g. only address the Chair, get permission to speak, etc.), it was

generally felt that – if each member functions in a professional manner - very strict control should not be necessary and would likely stifle legitimate discussion.

- There should be no cross-talk or whispering to another member during the review process, as it can be a significant distraction to other members and impact meeting effectiveness.
- It was suggested that the protocol at public meetings for RDAs and public hearings for NOIs is that the Chair – after hearing from the applicant - will take comments and questions from each commissioner, rather than jumping in during a lull.

Adjournment

Motion made by Kathy McKenna to adjourn this meeting. Marcia Beal seconded; all in favor, motion passed. Meeting adjourned at 7:15 pm.

Minutes respectfully submitted,

Andrew Harhay, Chair
Holland Conservation Commission