

Meeting #	Meeting Date	Meeting Secretary	Minutes Approval Date	Sent to Clerk (archives@lexingtonma.gov)	Reviewed posting at archives (note if has word draft in it)	Meeting Topics	Notes and Questions
1	2/16/18	Joe Pato	3/2/18	Yes	Yes	Scheduling, committee charge, organization	
2	3/2/18	Katie Cutler	3/16/18	Yes	Yes, has word "Draft"	work breakdown	
3	3/16/18	Howard Cloth	3/30/18	yes	Yes	Guiding principles, mechanics-mathematical	
4	3/30/18	Thomas Whelan	5/11/18	Yes	Yes	Benchmark communities, societal impact	
5	4/13/18	John Zhao	4/20/18	Yes	Yes	Alternative tax mitigation systems; apartments and multifamily dwellings	6/18 John: Yes, the one sent out on 4/30 has "draft". I removed and saved it as pdf, resubmitted tonight.
6	4/20/18	Vicki Blier	6/22/2018	Yes	Yes	Leases; planning for hearing; hypothetical transition to residential exemption	The minutes for the meeting that followed this indicate that the minutes for 3/30 were approved that day. I know that I had completed the minutes by then, but I don't understand why they wouldn't have been approved at that next meeting. I do recall that my minutes were approved, and it must have been on 3/30. Does anyone have a recollection of this? Should we just re-approve the minutes at our next meeting?
7	5/11/18	Katie Cutler	5/25/19	yes	Yes	Lexington assessor; public meeting format	
8	5/25/18	Sara Bothwell Allen	6/1/2018	Yes	Yes	Preparing for public meeting on 5/29	
9	5/29/18	Sara Bothwell Allen	6/22/2018	Yes	Yes	Public meeting	
10	6/1/18	Thomas Whelan	6/8/2018	Yes	Yes	Review of public meeting; ongoing work for summer	
11	6/8/18	Howard Cloth	6/22/18	Yes	yes	Planning ongoing work	
12	6/22/18	Sara Bothwell Allen	7/13/18	yes	yes	Planning for BoS meeting	
13	7/13/18	Thomas Whelan	7/20/18	yes	yes	planning for broker roundtable; survey planning	
14	7/20/18	John Zhao	7/27/18	yes	yes	broker roundtable planning; survey planning; work plan	
15	7/27/18	Sara Bothwell Allen	8/17/18	yes	yes	real estate broker roundtable	
16	8/17/18	John Zhao	9/7/18	yes	yes	plan survey; plan housing roundtable; plan means tested group	
17	9/7/18	Joe Pato / Vicki Blier	9/28/18	yes	yes	proposed survey questions, existing MTREs comparison proposal, planning for Economists & Housing Round Table and for second Public Hearing	
18	9/28/18	Thomas Whelan	10/12/18	yes	yes	plan survey; plan housing roundtable	
19	10/5/18	Sara Bothwell Allen	10/26/19	yes	yes	housing policy expert roundtable	
20	10/12/18	Howard Cloth	10/26/18	yes	yes	survey; final report, means tested group	
21	10/26/18	John Zhao	11/9/18	yes	yes	means tested working group; update on survey	
22	11/9/18	Sara Bothwell Allen	12/7/18	yes	yes	Preliminary survey results; means tested working group	
23	11/16/18	Katie Cutler	12/14/18	yes	yes	Mr. Lane Partridge, Concord Assessor visits	
24	11/30/18	Thomas Whelan	12/14/18	yes	yes	means tested; prep for dec public hearing	
25	12/7/18	Sara Bothwell Allen	12/21/18	yes	yes	Public hearing 2 preparation, Final report planning; writing assignments, timetable,	
26	12/11/18	Sara Bothwell Allen	12/14/18	yes	yes	Public Hearing 2, incl public comment and Q&A	
27	12/14/18	Sara Bothwell Allen	1/11/19	yes	yes	Public hearing feedback, RE vs MT discussion	
28	12/21/18	Vicki Blier	by chair?	yes	yes	Review draft report introduction, two tax exemption ideas proposed,	
29	1/4/19	John Zhao	1/11/19	yes	yes	Collaboration planning for report drafting, advise Selectmen with regard to possible warrant article for ATM and discuss two general tax exemption ideas	
30	1/11/19	Thomas Whelan	2/8/19	yes	yes	Feedback from BoS on next steps, plan to complete report, workshoping some draft sections	
31	1/25/19				missing as of 10/6/20	Collaborative writing and reviewing draft report sections	
32	2/8/19	Katie Cutler	3/22/19	yes	yes	Discussion of drafted report sections, terminology (SRE, MTRE, etc)	
33	3/22/19	John Zhao	4/5	yes	yes	Final report draft review, revision of proposed Recommendations, approval of Recommendations	
34	4/5/19	Sara Bothwell Allen	not approved	Sara sending	missing as of 10/6/20	Discussion of final report, final report approval	
35	5/20/2019	no one	n/a	n/a	n/a	Joint meeting with BoS, submission of final report, discussion of findings, future work by TBD committee	