

# Appendix A: Survey Form

## Town Meeting Member Communication Survey

Town Meeting member: The League of Women Voters of Needham is seeking to understand how Town Meeting members currently communicate, and wish to communicate, with constituents, with other Town Meeting Members, and about warrant articles.

The results of this anonymous survey will be aggregated and used to make recommendations to town officials.

### Communication from constituents to Town Meeting Members

1. How important to you is it that constituents can easily contact you?

*Mark only one oval.*

	1	2	3	4	5	6	7	8	9	10	
Not at all important	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Extremely important

2. How easy is it today for constituents to contact you?

*Mark only one oval.*

	1	2	3	4	5	6	7	8	9	10	
Not at all easy	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Extremely easy

3. What is your preferred method(s) for constituents to contact you? (Check all that apply)

*Check all that apply.*

- Email
- Phone
- Physical mail
- None
- Other: \_\_\_\_\_

4. What is your preferred EMAIL method(s) for your constituents to be able to contact you? (Check all that apply)

*Check all that apply.*

- By having my personal email address be public
- By having my email address be part of a precinct distribution list (I would receive the email but my personal email would not be visible)
- By having a special email address for this purpose that I set up
- I do not want to be able to be emailed
- Other: \_\_\_\_\_

5. What other comments or recommendations do you have about the ability for your constituents to contact you?

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Communication from Town Meeting Members to Constituents

6. How important is it that you be able to actively gather input and feedback from your constituents?

*Mark only one oval.*

	1	2	3	4	5	6	7	8	9	10	
Not at all important	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Extremely important

7. How easy is it for you to be able to actively gather input and feedback from your constituents?

*Mark only one oval.*

	1	2	3	4	5	6	7	8	9	10	
Not at all easy	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Extremely easy

8. Which of the following would help you gather input and feedback from your constituents? (Check all that apply)

*Check all that apply.*

- Online discussion group (such as those on Google group, Slack, or Signal)
- Zoom meetings with constituents and Town Meeting Members, by precinct
- Online office hours for 1:1 communication
- In-person "meet your Town Meeting Member" event
- Other: \_\_\_\_\_

Communication regarding warrant articles

The following are ways that people can learn about warrant articles. Please indicate how helpful each method is to you for learning about the issues you will be voting on at Town Meeting.

9. The printed warrant mailing from the town

*Mark only one oval.*

	1	2	3	4	5	6	7	8	9	10	
Not very helpful	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Extremely helpful

10. Warrant meetings conducted by the League of Women Voters

*Mark only one oval.*

	1	2	3	4	5	6	7	8	9	10	
Not very helpful	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Extremely helpful

11. Facebook discussions

*Mark only one oval.*

	1	2	3	4	5	6	7	8	9	10	
Not very helpful	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Extremely helpful

12. Live presentations during Town Meeting from proponents/select board/finance committee (as we do in non-COVID times)

*Mark only one oval.*

	1	2	3	4	5	6	7	8	9	10	
Not very helpful	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Extremely helpful

13. Pre-recorded presentations from proponents/select board/finance committee (as we have done in COVID times)

*Mark only one oval.*

	1	2	3	4	5	6	7	8	9	10	
Not very helpful	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Extremely helpful

14. Issue-specific public forums

*Mark only one oval.*

	1	2	3	4	5	6	7	8	9	10	
Not very helpful	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Extremely helpful

15. Other methods you have found helpful for learning about the warrant articles?

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Communication among Town Meeting Members

16. How important is it for you to communicate with your fellow Town Meeting Members?

Mark only one oval.

1    2    3    4    5    6    7    8    9    10

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Not at all important           Extremely important

17. How easy is it to communicate with other Town Meeting Members?

Mark only one oval.

1    2    3    4    5    6    7    8    9    10

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Not at all easy           Extremely easy

18. Which of the following would help you communicate with other Town Meeting Members? (Check all that apply)

Check all that apply.

- Google group/Signal/Slack
- Precinct-specific google group/Signal/Slack
- Other \_\_\_\_\_

19. Would you like to share any thoughts on communication with other Town Meeting Members?

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Basic information

The following information is to describe the demographics of the responders. These questions are optional

20. How long have you been a Town Meeting Member?

*Mark only one oval.*

- < 1 year
- 2-3 years
- 3-10 years
- 10-20 years
- 20+ years

21. What is your age?

*Mark only one oval.*

- 18-29
- 30-39
- 40-49
- 50-59
- 60-69
- 70+
- Prefer not to answer

22. What is your gender?

*Mark only one oval.*

- Female
- Male
- Nonbinary/other
- Prefer not to answer

23. What is your precinct?

*Check all that apply.*

- A
- B
- C
- D
- E
- F
- G
- H
- I
- J
- I prefer not to answer

24. Which of the following best describes you? (Check all that apply)

*Check all that apply.*

- Asian or Pacific Islander
- Black or African American
- Hispanic or Latino
- Native American or Alaskan Native
- White or Caucasian
- Other
- Prefer not to answer

25. Feel free to add any additional thoughts or comments you have about Town Meeting communication.

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