



TOWN OF LYNNFIELD MEETING NOTICE

POSTED IN ACCORDANCE WITH THE PROVISIONS OF M.G.L. CHAPTER 30A §§18-25
Version 7.1.10

This meeting will be conducted under S. 2475, An act relative to extending certain COVID-19 measures adopted during the state of emergency, signed on March 29, 2023, and further extended through June 30, 2027.

Board/Committee Name: Anti-Hate Task Force
Day/Date: Thursday August 6, 2026
Time of Meeting: 6 pm
Location: Lynnfield Town Hall, Maney Room - 55 Summer St.

From Design to Governance: Establishing Clear Ownership and Accountability

“Sustainable community structures require more than a compelling purpose. They require clear ownership, shared accountability, and the trust of the people they are designed to serve.”

— Dr. Darnisa Amante-Jackson

Purpose of This Phase (Design & Infrastructure Building)

During the July 23 meeting, Task Force members refined the proposed purpose and responsibilities of a permanent Human Rights Commission and identified several conditions necessary for its long-term success. These included representative membership, neutrality, transparency, consistent action, strong relationships with town and school leadership, clearly defined responsibilities, ongoing training, and meaningful accountability to the community.

This meeting will continue that work by reviewing the updated Human Rights Commission framework and examining governance and ownership models used by other Massachusetts communities. The Task Force will use these comparisons to clarify how Lynnfield’s proposed Commission should be appointed, supported, governed, and held accountable.

Meeting Objectives

By the end of this meeting, participants will:

- Review how feedback from the July 23 meeting has been incorporated into the updated Human Rights Commission framework.
- Refine the Commission’s purpose, responsibilities, boundaries, and relationship to the proposed Healing Council.
- Examine governance and ownership structures used by commissions in Winchester, Melrose, Concord, and other Massachusetts communities.
- Develop recommendations regarding appointment authority, membership, terms, leadership, reporting relationships, town and school representation, and administrative support.



- Identify remaining decisions required before the Task Force advances its recommendation to the Select Board.
- Clarify the anticipated process and timeline for establishing and launching the Commission.

Pre-Work

Before the meeting, please review:

1. **July 23 Meeting Notes and Feedback Summary**
2. **Updated Community Infrastructure Framework**
3. **Massachusetts Commission Governance Comparison**, including examples from Winchester, Melrose, Concord, and other relevant communities

As you review the materials, consider:

- Does the revised purpose clearly communicate why Lynnfield needs a Human Rights Commission and whom it is intended to serve?
- What should the Commission be authorized to do—and what should remain outside its role?
- To whom should the Commission report?
- Who should appoint its members?
- How should the Town, schools, and community share responsibility for the Commission's success?
- What membership structure would best support representation, neutrality, credibility, and continuity?
- What training, administrative support, and accountability structures must be in place before the Commission begins its work?

90-Minute Agenda

Time	Segment	Purpose	Activities and Intended Outcomes
6:00–6:10	Welcome and Reconnecting to the Work	Reestablish the group's direction and decision-making focus	Review themes from July 23: trust, neutrality, representation, consistency, responsiveness, transparency, and sustainability. Frame the central question: What governance structure will give Lynnfield's HRC the clarity, credibility, and support it needs to succeed?
6:10–6:30	Reviewing the Updated HRC Framework	Determine whether the revised document accurately reflects	Review revisions to the Commission's name, purpose, responsibilities, and boundaries.



		Ta	Identify what feels resolved, what needs refinement, and what remains unclear—particularly advocacy, listening, referrals, mediation, education, and collaboration with schools and town departments.
6:30–6:50	Learning from Massachusetts Governance Models	Examine how other communities establish ownership and accountability	Compare selected structures from Winchester, Melrose, Concord, and other communities. Consider appointing authority, membership, school and municipal representation, terms, leadership, reporting requirements, administrative support, subcommittees, and community access. Identify practices Lynnfield may want to adopt, adapt, or avoid.
6:50–7:15	Governance Decision Session	Develop initial recommendations for Lynnfield’s structure	Discuss and record recommendations in five areas: 1. Appointment and Membership; 2. Leadership and Terms; 3. Reporting and Accountability; 4. Town–School–Community Relationships; and 5. Administrative Support and Commission Operations. Distinguish areas of agreement from questions requiring further review.
7:15–7:25	Whole-Group Synthesis and Public Participation	Surface consensus and ensure community voice informs the recommendation	Review emerging recommendations and unresolved questions. Public reflection: “What would help Lynnfield residents trust that this Commission will listen fairly, act consistently, and remain accountable over time?”
7:25–7:30	Closing and	Prepare for the final	Confirm revisions to be made,



	Next Steps	recommendation phase	questions requiring legal or administrative guidance, and the work to be completed before the next meeting. Preview the anticipated approval, appointment, training, and launch process.
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Public input is welcome on all agenda items during the designated Public Participation portion of the meeting. Public input may also be welcome during topic discussion as time permits.