

Memorial Town Hall, 1 Library Street, Georgetown, MA 01833

Ph. (978) 352-5755 □ Fax (978) 352-5727

BOARD OF SELECTMEN MEETING MINUTES

Memorial Town Hall

07/12/2021

7:00PM-General Meeting

Verizon channel 42/Comcast channel 9

Selectmen Present: *D. Dawes, Chair, Vice Chair P. Kershaw, D. Twiss, A. Smith and G. Fowler.*

Others Present: *Michael Farrell, Town Administrator. Administrative Assistant, Maureen Shultz, Acting Fire Chief, Chuck Savage, Police Chief Donald Cudmore, M. McMenemy, Town Accountant.*

7:00PM Call to order

Invocation-Douglas W. Dawes

Pledge of Allegiance

NEW BUSINESS:

Audit Discussion & Presentation:

FY20 Audit Update was given by Ms. Renee David of the law firm of Power & Sullivan, LLC-

The following topics were discussed:

- *Clean Audit*
- *Increase of Reserve funds*
- *Financially strong.*
- *General fund availability*
- *Revenues*
- *Federal Grant expenditures*
- *Internal control /no over spending*
- *Financial position has improved*
- *Stabilization Fund has trended up (rainy day fund)*
- *OPEB-unfunded liability-trust fund established -actuaries comes in every two years.*
- *Key Highlights /ten-year trend for OPEB /full OPEB trust fund \$3.8 million includes the Light Department*
- *Retirement System*

D. Dawes asked if there is anything negative in the report and thank the Town's financial teams - no management letter was given to the Town which is positive.

D. Twiss commented it's a good time to borrow funding/money.

G. Fowler referenced page 43 of the audit report / Debt from the audit report relating to the Middle High School / Penn Brook, -no change from the audit that was done in 2019, asked if it is related to the Town not starting to pay this band, somehow related to the direct borrowing payable -no payment due -outstanding bands, all the bands have been bonded since 2021, asked if it will change the taxes when we start to pay, this has already impacted taxes.

G. Fowler questioned OPEB funding and asked if you had to be fully funded to be able to use the interest / does anyone ever get ahead, keep raising the bar and referenced the Light Department asked if the Town can use the interest for your general funding, asked if you have to be fully funded to be able to use the interest, nothing that says you have to be 100% funded to use that money per the Auditor-can start using the money to pay bills.

G. Fowler suggested putting a warrant article on a future Town Meeting for a vote to rescind the borrowing, doesn't want the fund to be used for a rainy-day fund, the Town had the ability to borrow but choose not to at that time.

DISCUSSION: Resident request /Wheeler Brook Bridge discussion:

D. Dawes asked to have a spokesperson speak for the group so that this would avoid redundant topics & conversations, like to limit discussion to thirty (30) minutes, get the highlights out on what everyone wants to talk about.

Ms. Nan McKenna, 16 Parish Road asked if there a Town law that says they have to make it to a home within a certain amount of time for an emergency call and does distance factor in, questioned how many feet should a road be, believes Parish Road is 22 feet across and suggested she had pictures to prove that and asked if certain roads like in Newbury can be grandfathered in /the question was asked if the Town will enlarge our roads, 26 Feet across is the Town by Law requirement. Parish Road is within the requirements per P. Durkee, Highway Supervisor. (Not present) spoke on the width of Parish Road -consist of 20 feet -invited the members of the Board for a walk at the bend in the road to see with no streetlights, new culvert at end of the road, questioned how do you fit another car or an 18-wheeler on a 20-foot roadway.

Acting Fire Chief, Chuck Savage spoke on the answered that the Fire Safety National Standard for Fire and Ambulance is five minutes

D. Twiss stated if the Town determines that the roads need to be widened, they can take some frontage of the properties that are owned by the Town.

Resident Cheryl Floyd asked when the special permit issued by the Planning Board expires and questioned the expanding of roads and who decides on sidewalks, spoke on an older permit issued in 2015, no environment agency out there since 2015, a lot of walkers, kids, handicapped residents, huge impact on walkers.

D. Twiss stated that any sidewalks would have been deemed by the Planning Board, not the purview of the Board of Selectman and wasn't sure if the Board of Selectman has the approval to ask for sidewalks.

D. Dawes suggested to James Gregory, 16 Parish Road to get in touch with our Highway Supervisor regarding the width of the roads

D. Twiss stated the Town owns so much of the roads, will the town widen the road is yet to be determined, no one has brought that to the Board, asked about the weight on the proposed bridge.

Developer Mr. John Calatoni of Livingston Development Corp was in attendance and was present towards the first part of the meeting and listened to residents and the Town Officials. Mr. Calatoni is in process of building a 10-unit residential development at 66 Parish Road and has a special permit from the Planning Board. Public Safety is his first concern, very difficult problem to solve legally -it was already approved for the gate to be open. spoke to fire & police recommended the bridge to be open -culvert ready to be done, easements are part of the permit. Core of Engineers will inspect the culvert, told anyone can call him any time, believes in the project, did not want to go back through Georgetown for permits, continues to listens to the safety department, spoke on the order of conditions, permit was for bridge to be open, the Town of Georgetown & Newbury are going to end up with legal issues based on our approved permits. Mr. Colantoni touched based that a site walk was completed before the project started many Department Heads were at this meeting, very high attended site visit, any permit and or approvals for this project have not expired. The property could not have been sold if the permits were expired. any permit or approval that is part of the property that has not expired can be transferrable -2016-2017-permits took place and they have not expired. suggested already been approved by the Town of Newbury at a previous meeting, I never imagined 18 wheelers coming down Parish Road, suggested signs be put up & signage for weight limit -will not replace the culvert with bridge closed.

Resident James Gregory 16 Parish Road questioned the permit and made reference to Building Permits that are only valid for 180 days - Developer John Colantoni explained these permits are not building permits, the permits that are in place have been issued from the Conservation and Planning Board which do not expire for an average of five (5) years.

Resident Mr. Floyd asked when the current permits expire.

Resident Mr. Edwards spoke on public safety trucks, weight limit on roads, plowing, taxes and home values are his concern.

Mr. Scott Edwards, 9 Parish Road spoke on commercial rezoning, talked about safety following meeting, safety traffic on the roads is our concern, has been attending many meetings in Georgetown not in Newbury, main access from Georgetown, weight limit, deemed bridge to be open asked the Planning Board about safety and said it was not their job it was the job of the Selectman.

Mr. Brian Connolly, 23 Parish Road spoke on his small kids, wants safety, tell me why we can't get a gate with a key, autistic child, the Board agrees with his concerns / gate with a key was requested.

Police Chief Cudmore no time frame is going to be quicker to get to the new development / no advantage to drive that way, tried the gate system at many locations –doesn't work -violations can't keep up with the disrepair of the gates it is the Town of Newbury's culvert, showed mileage difference, both Town needs to get together.

D. Dawes goes back to our public safety department, Town Planner plans have been approved could open up some legal issues for the Town.

Resident of 79 Larkin Road, Byfield, Mass stated the dirt road does not slow people down, prime culvert water ways, approved by Core of Engineers, inquiring about permits, floods, culverts etc.

Resident of 38 Larkin Road of Newbury spoke on his concerns.

G. Fowler spoke on himself being a resident of North Street and asked if he could just ask for a gate so no one can go down his street, said it's unfortunate, most residents asking for improvement, want roads improved, no win situation, I hear what you're saying, it's a public right of way-referenced Bailey Road., what is the advantage, we live on public roads and we have to accept that.

Question was asked by the audience -there is no advantage to open that bridge, 25 miles an hour speed limit was changed by the Board of Selectman for safety issues why not make these changes.

D. Twiss stated he did his homework before moving Georgetown, checked out everything including his own street, that bridge opened, cars go down all the time, understands everyone's concerns but we have to rely on our public Safety experts in Town.

G. Fowler asked if the road any shorter, never seemed like a short cut always a nice road to drive down.

Chief Cudmore spoke on his experience with gates and believe they do not work from a safety stand point. Spoke on weight limits -GPS units were wrong with the State / tonnage, footage, where does the date go -complicated situation –need enforcement assistant from Newbury -new streetlights, funding, traffic study, rush hours,

Mr. Edwards of 9 Parish Road attended the Planning Board meeting in Georgetown and felt they had absolutely no concern, feels like Parish Road is the bottom of the barrel for safety in Georgetown.

P. Kershaw stated you cannot hold the Developer responsible for engineering and safety concerns , understands everyone's concerns about safety , if the gate is open it will provide better response time by the Police & Fire Departments, challenging roads in Town, suggested getting some of the public safety departments together in a group meeting, personally spoke with Ms. McKenna and drove the area today and saw people walking, dog walkers, child in a carriage paramount concern , we can't pull a lever to change anything right now , we need the right people involved , maybe something can be done with the signage, residents have asked for multi

department and both Towns to get together. multi town project -resident asked for department heads & public safety and both Towns getting together to discuss this.

D. Dawes suggested one spokesperson for the residents send one document to him on their concerns. Thanked everyone for coming out to the Board of Selectman meeting.

VOTES BY THE BOARD:

D. Twiss motioned the Board to approve a new Common Victualler's permit for Pomodori, LLC, 42A Central Street, Georgetown, MA seconded by G. Fowler. Roll call vote was taken all in favor.

Police Chief Cudmore spoke on the former owners and their generosity to the Town and wished the new owners' good luck, spoke on the former owners as business partner and thanked them.

P. Kershaw welcomed new owners and wished them much success

D. Twiss motioned the Board to approve meeting minutes from April 12, 2021 seconded by P. Kershaw /Roll call vote was taken, A. Smith abstained from vote.

D. Twiss motioned the Board to approve meeting minutes from May 23, 2021, seconded by P. Kershaw as amended. Roll call vote was taken 5-4 in favor. A. Smith abstained from vote.

D. Twiss motioned the Board to approve meeting minutes of June 22, 2021, seconded by G. Fowler. A roll call vote was taken all in favor.

G. Fowler motioned the Board to approve amended meeting minutes from June 28, 2021, seconded by P. Kershaw. G. Fowler had corrections to the meeting minutes and D. Twiss asked to be mentioned in the meeting minutes that he was not in attendance. Roll call vote was taken 5-4 in favor. D. Twiss abstained from vote.

D. Twiss motioned to approve the amended meeting minutes from June 21, 2022, seconded by P. Kershaw. G. Fowler had some corrections made to the meeting minutes. Roll call vote was taken all in favor.

G. Fowler motioned the Board to approve the end of the year transfers, seconded by P. Kershaw. Roll call was taken all in favor.

G. Fowler mentioned that there were Town warrant articles that the Board previously took action on that are not on the Town Warrant, it was suggested this topic be added to the next agenda item for discussion.

ANNUAL APPOINTMENTS & RE APPOINTMENTS:

P. Kershaw motioned the Board to appoint Mike Farrell, TA as the ADA Coordinator for the Town of Georgetown, seconded by G. Fowler to expire 6/30/2022. Roll call vote was taken all in favor.

D. Twiss motioned the Board to appoint Heather Feges to the affordable Housing Task Force term to expire 6/30/2024, seconded by P. Kershaw. A roll call vote was taken all in favor.

D. Twiss motioned the Board to appoint Dave Surface, Shawn McGee, Charles Keilty, and Peter Kershaw to the Affordable Housing Trustees term to expire 6/30/2023, seconded by G. Fowler. A roll call vote was taken all in favor.

D. Twiss motioned the Board to appoint Paul Thompson to the Board of Health, with a term to expire 6/30/2024, seconded by P. Kershaw. A roll call vote was taken all in favor.

G. Fowler thanked Paul Thompson for stepping back up to be on the Board.

D. Twiss motioned the Board to appoint Police Chief Don Cudmore, Lt. Scott Hatch, to the Statewide Anti-Terrorism Unified Response Network (SATURN) with a term to expire 6/30/2022, seconded by P. Kershaw. A roll call vote was taken all in favor.

D. Twiss motioned the Board to appoint Angelo Salamone, Building Inspector, Glen Clohecy, Wire Inspector, William Gianacoples, Gas and Plumbing Inspector, Alternate Gas and Plumbing Inspector, Stanley Kulacz, Carl Maglio, Wire Inspector terms to expire on 6/30/2022 seconded by A. Smith. A roll call vote was taken all in favor.

P. Kershaw motioned the Board to appoint A. Smith to the Cable TV advisory Committee, seconded by G. Fowler with a term to expire 6/30/2022. A roll call vote taken all in favor.

D. Dawes asked the public if anyone was interested in volunteering in the Town which is in need of people for this committee and many more.

P. Kershaw motioned the Board to appoint Cori Stevens to the Capital Improvement Planning Committee seconded by G. Fowler term to expire in 6/30/2024. A roll call was taken all in favor.

P. Kershaw motioned the Board to appoint Tom Howland to the Conservation Committee with a term to expire 6/30/2024, seconded by G. Fowler. A roll call vote was taken all in favor.

*P. Kershaw motioned the Board to appoint Carl Shreder to the Conservation Commission, seconded by G. Fowler with a term to expire 6/30/2024. A roll call vote was taken 4-1 in favor.
D. Twiss voted nay on motion.*

P. Kershaw motioned the Board to appoint Esther Palardy & Jeanne Robertson to the Council on Aging seconded by G. Fowler to a term to expire on 6/30/2024. A roll call vote was taken and all in favor.

P. Kershaw motioned to appoint Carol Westhauer & Marie Collins as alternative members of the Council of Aging seconded by D. Twiss to a term to expire on 6/30/2022. A roll call vote was taken all in favor.

P. Kershaw motioned the Board to appoint Mary Paganelli, Emily Hopkins and Jacquelyn Benas to the Cultural Council, seconded by A. Smith. Term to expire 6/30/2022. Roll call vote was taken all in favor.

P. Kershaw motioned the Board to appoint Chief Donald Cudmore, to the Emergency Management Director & Director of Public Safety, Lt. Scott Hatch & Dean Julien as Assistant Directors of the Emergency Management, Peter Durkee, Highway Surveyor, William Holt, Health Department, Mike Farrell, Town Administrator to the Emergency Management Team, Emergency Response C. Dunmore / Assistant Director Acting Fire Chief Chuck Savage, seconded by D. Twiss to expire on 6/30/2022. A roll call was taken all in favor

P. Kershaw motioned the Board to appoint J. Cashell Town Planner and Joe Bonavita to Economic Development, seconded by D. Twiss to a term to expire 6/30/2023. A roll call vote was taken all in favor.

D. Twiss requested a split vote as to not to be able to vote for himself.

P. Kershaw motioned the Board to appoint D. Twiss to Economic Development, seconded by G. Fowler to a term to expire 6/30/2023. A roll call vote was taken all in favor. D. Twiss abstained from vote.

P. Kershaw motioned the Board to appoint Matt Bourassa to Economic Development Committee term to expire 6/30/22 seconded by A. Smith. Roll call vote was taken all in favor.

D. Twiss would like to recruit P. Kershaw to the Economic Development Committee, P. Kershaw will take it under advisement.

P, Kershaw motioned the Board to appoint Police Chief Donald Cudmore & Acting Fire Chief Chuck Savage and Lieutenant Scott Hatch to the Federal Emergency Management Association (FEMA) seconded by A, Smith with a term to expire 6/30/2022. Roll call vote was taken all in favor.

P. Kershaw to appoint Mike Farrell as acting Finance Director, seconded by A. Smith. Roll Call vote was taken all in favor.

P. Kershaw motioned to appoint Acting Fire Chief Chuck Savage to the Hazardous Materials Coordinator, seconded by G. Fowler to expire in June 30, 2022. A roll call vote was taken all in favor.

P. Kershaw motioned to appoint William. Holt, Board of Health Agent, Steve Przyjemski, Conservation Agent, John Cashell, Town Planner, Marlene Ladderbush, Water Department, Peter Durkee, Highway Surveyor, Donald Cudmore, Chief of Police, Michael Farrell, Town

Administrator, David Schofield, Light Department to the Hazard Mitigation Planning Committee seconded by G. Fowler term to expire on 6/30/2022. A roll call vote was taken all in favor.

Appointment of Police Chief Donald Cudmore and Lieutenant Scott Hatch to Federal Emergency Management Association (FEMA) and Assistant Director Chuck Savage seconded by A. Smith term to expire on 6/30/2022. A roll call vote was taken all in favor.

D. Twiss motioned the Board to appoint Mark Burkland, George Comiskey, Melinda Sybert as Crossing Guards for the Town of Georgetown term to expire 6/30/2022, seconded by P. Kershaw. A roll call vote was taken all in favor.

D. Twiss motioned the Board to appoint Tyler Dechene, Joanne Vallone, Dean Julien, Peter Neu Michael Griffin, Philip Sepe, Jacob Fitzgerald, Jack Atherton, Tyler Skane, Courtney Thomas as Reserve Officers for the Town of Georgetown with a term to expire 6/30/2022, seconded by A. Smith. A roll call vote was taken all in favor.

D. Twiss motioned the Board to appoint John Page and Derek Jones as officers for the Town of Georgetown with a term to expire 6/30/2022, seconded by P. Kershaw. A roll call vote was taken all in favor.

D. Twiss motion the Board to appoint the following to the Georgetown Police Department Detective Heather Lefebvre , Detective Sergeant James Rodden & Sergeant Matthew Carapellucci, Patrol Sergeant Joanne Morrissey, Officer Phillip Kilbansky, Taylor Ford, Laura Jimenez, John Page, and Derek Jones, with an expiration term to expire 6/30/2021, seconded by P. Kershaw. A roll call vote was taken all in favor.

D. Twiss motion the Board to appoint Donald Cudmore as the Police Chief for the Town of Swampscott with a term to expire 6/30/2023, seconded by Selectman P. Kershaw. A roll call vote was taken all in favor.

D. Twiss motioned the Board to appoint Lieutenant Scott Hatch to the Georgetown Police Department with a term to expire 6/30/2023, seconded by P. Kershaw. A roll call vote was taken all in favor.

D. Twiss motioned the Board to appoint Phil Trapani to the Historical Commission, seconded by P. Kershaw term to expire 6/30/2024. A roll call vote was taken all in favor.

P. Kershaw motioned to appoint the following to the Liquor License agents to the Board of Selectman, Chief Donald Cudmore, Lieutenant Scott Hatch, Detective Sergeant James Rodden, Sergeant Joanne Morrissey and Detective Carapellucci, seconded by G. Fowler term to expire 6/30/2022. A roll call vote was taken all in favor.

D. Twiss motioned the Board to appoint John Cashell, Town Planner to the Merrimack Valley Planning Commission seconded by P. Kershaw with a term to expire 6/30/2022. A roll call vote was taken all in favor.

P. Kershaw motioned the Board to appoint William Holt, as Health Director / Agent, for the Town of Georgetown seconded by D. Twiss with a term to expire 6/30/2022. A roll call vote was taken all in favor.

D. Twiss motioned the Board to appoint Alexander Williams, Mary McMenemy, Town Accountant, Douglas Dawes, BOS Chair, Sheila Ruth Finance Chair and Mike Farrell, Town Administrator to OPEB Other Post-Employment Benefits Trust Fund Trustees, seconded by P. Kershaw with a term to expire 6/30/2022. A roll call vote was taken all in favor.

D. Twiss motioned the Board to appoint James DiMento, John Dunleavy, David Schauer, Al Kitchin, Gary Fowler and Anala Guertin to Parks & Recreation, seconded by A. Smith with a term to expire 6/30/2022, seconded by A. Smith. A roll call vote was taken all in favor.

D. Twiss motioned the Board to appoint Henry Wolf as member of the Registrar of Voters / Republican, with a term to expire 6/30/2024, seconded by P. Kershaw. A roll call vote was taken all in favor.

D. Twiss motioned the Board to appoint Julie Coolidge, Christian Roop and Bill Hastings to the Recreational Path Committee with a term to expire 6/30/2022, seconded by P. Kershaw. A roll call vote was taken all in favor.

D. Twiss motioned the Board to disband the Recreational Field Study Committee, seconded by G. Fowler. A roll call vote was taken all in favor.

D. Twiss motioned the Board to approve the appointment of Heidi Began as a member of the Scholarship Committee for the School Department, with a term to expire 6/30/2022, seconded by P. Kershaw. A roll call votes was taken all in favor.

D. Twiss motioned the Board to appoint Charles Carroll as the Sealer of Weights & Measures from the State with a term to expire 6/30/2022, seconded by P. Kershaw. A roll call vote was taken all in favor.

D. Twiss motioned the Board to appoint Steven Przyjemski, Conservation Agent, John Cashell, Town Planner, Peter Durkee, Highway Surveyor, and Mike Farrell, Town Administrator to the Stormwater Management Committee with a term to expire 6/30/2022, seconded by P. Kershaw. A roll call vote was taken all in favor.

D. Twiss motioned the Board to appoint Mary McMenemy as the Town Accountant for the Town of Georgetown with a term to expire 6/30/21, seconded by P. Kershaw. A roll call vote was taken all in favor.

D. Twiss motioned the Board to appoint Kopelman and Paige, PC as Town Council, with a term to expire 6/30/2022, seconded by P. Kershaw. A roll call vote was taken all in favor.

D. Twiss motioned the Board to appoint Dr. Jo-Ann Testaverde to the Whittier Regional Vocational Technical High school district Committee Representative with a term to expire 6/30/2022, seconded by P. Kershaw. A roll call vote was taken all in favor

D. Twiss motioned the Board to appoint Gary Fowler, Peter Durkee, Patrolman Heather Lefebvre, and Lieutenant Scott Hatch to the Traffic Study Committee with a term to expire 6/30/22, seconded by P Kershaw. A roll call vote was taken all in favor

D. Twiss motioned to appoint Doug Dawes as the Veterans District Representative, with a term to expire 6/30/2022, seconded by P. Kershaw. A roll call vote was taken 4-1 in favor. Doug Dawes abstained from vote.

D, Twiss motioned the Board to appoint Shawn Deane to the Zoning Board of Appeals with a term to expire 6/30/2026, seconded by P. Kershaw. A roll call vote was taken all in favor

G. Fowler questioned the five-year term to the Zoning Board of Appeals

D, Twiss motioned the Board to appoint David Surface, Moderator to the Capital Improvement Committee with a term to expire 6/30/2022 seconded by P. Kershaw. A roll call vote was taken all in favor.

D. Twiss motioned the Board to appoint David Surface, Jeff Moore, Scott McDonald, Harry LaCortiglia, Peter Burns to the Recreational Field Study Committee with a term to expire 6/30/2022, seconded by P. Kershaw, A roll call vote was taken all in favor.

FY22 GOALS

D. Dawes reminded all Board members he is still open to receiving their goals

COMCAST / VERIZON Contract renewals:

A. Smith spoke on the Cable Advisory Committee to be renegotiating a renewal contract with Verizon agreement by December 21, 2021 and Comcast by March 22, 2021.

NEW FIRE CHIEF / SEARCH COMMITTEE:

D. Dawes mentioned he would like no more than seven members on this committee.

D. Dawes stated that he asked Selectman D. Twiss & M. Farrell, Town Administrator to be part of the representative from the Board of Selectman, a representative from the Fire Chiefs association and Lt. Scott Hatch from the Police Department.

G. Fowler motioned the Board to create a Search Committee for a New Fire Chief, seconded by P. Kershaw. Roll call vote was taken all in favor.

CLASSIFICATION STUDY DISCUSSION:

G. Fowler questioned if the Town can support the salary of both a Town Administrator and a Finance Director.

P. Kershaw expressed he is not working towards a Finance Director. G. Fowler feels the same.

NEW TOWN ADMINISTRATOR SEARCH COMMITTEE /DISCUSSION/ PROPOSALS:

Two proposals were discussed -MRI (Municipal Resource, Inc & Community Paradigm Associates, LLC

D. Dawes spoke on the two proposals the Board received and asked the Board members which proposals they like.

D. Dawes mentioned he likes MRI since they have worked before with this company.

P. Kershaw asked M. Farrell for his for his recommendation -MRI experience many years doing this, cost less, Assistance Program or Comprehensive Plan, M. Farrell suggest to contract with them under an hourly rate.

P. Kershaw asked if MRI could provide an interim.

D. Twiss asked about back ground checks and can the Town do these, questioned if someone applied from the outside of the MRI consultants, does MRI get paid can a candidate drops off a resume outside of the consultant's recruitment and if so, what happens.

P. Kershaw stated he thinks the Town would have to follow the contract / M. Farrell thinks the Town can accept a resume that may come in but it would have to be given to the recruitment company.

G. Fowler asked if the Town can post this position or does the Town have this done only by whomever is chosen for the recruitment company.

M Farrell stated that MRI gives a one-year guarantee on a placement of a new Town Administrator.

D. Twiss asked if a candidate comes in to the Town Hall with their information / application would the Town get a reduced fee. M. Farrell sated no that any info or request that were received should go directly or the recruitment company. D. Twiss inquired how the recruitment

P. Kershaw asked if they could talk with MRI and find a candidate can they get a reduction in cost.

D. Twiss asked a technical question on how does it work when they get a signed contract, asked what exactly do they do. M. Farrell stated they are head hunters and will do everything to get a candidate.

G. Fowler questioned if the Town could recruit before they go with MRI consultants,

M. Farrell stated why would you do that when MRI Consultants give you a one-year guarantee on a new TA hire.

G. Fowler asked M. Farrell about his thought that it might be tough to find a candidate with a / what degrees M. Farrell suggested and asked M. Farrell what are those degrees- looking for Master's Degree in Business Administration & Master's Degree in Public Administration. Asked for clarification on both degrees.

G. Fowler asked about interim and asked if MRI helps with that.

P Kershaw asked about the tenure guarantee on the proposal.

D. Twiss asked M. Farrell to explain the process with MRI Consultants and how do they get applications.

D. Dawes suggested a candidate with a strong financial background, spoke on the Board to decide on separating the Finance Director from the TA Position, would have to approach the Legislator.

D. Twiss is a huge fan of the current A. Williams, Town Treasurer who has created an aura of joy and happiness down in the Finance Department, -spoke about A. Williams about his current position and questioned him as a strong financial director -D. Twiss concern it's a lot of responsibility -to be pulled in many way -do you think it's fair D. Twiss asked M. Farrell.

D. Twiss asked M. Farrell about how many Town Administrators share the Finance Directors' roles in communities. Top items that MRI Consultants is looking at in a Town Administrator

- Managerial -not much*
- Team work -rowing in the same direction*
- Strong budgeting skills*
- Accounting skills not necessarily needed*
- Managing people -team leader -get people to work with you*
- Minimum 5 years hands on -municipal management -actual being a Town Administrator*

G. Fowler asked if people have these degrees how do we get started was asked.

Meet together with the project manager from MRI-they put together essay questions for the candidates-big self-screening tool

P. Kershaw asked about a job description for the Town Administrator position.

G. Fowler spoke of replacing the current TA Mike Farrell and a Finance Director, not sure what we can support -wage study going to take some funding on that, funding on a permanent basis can we afford a Finance Director -it's a struggle.

P. Kershaw spoke on the current Financial Team at the Town Hall and new team members and the start of great leadership and is not sure about the needing of a Finance Director at this time.

M Farrell spoke of out of State candidates and if MRI would suggest the hiring of a candidate from out of state, then MRI would give a thirty-day guarantee.

A. Smith asked if MRI Consultants would look in Massachusetts for candidates first.

POINT OF ORDER

D. Twiss asked for an extension of thirty minutes to further discuss Classification Survey seconded by P. Kershaw.

A. Smith motioned the Board to approve the hiring of Municipal Resources, Inc on an hourly basis for the search and hiring of a new Town Administrator, seconded by P. Kershaw. Roll call vote was taken all in favor.

POINT OF ORDER / SECOND

D. Twiss motioned the Board to extend the meeting / point of order.

D. Twiss approved the year end transfer as presented, seconded by A. Smith. Roll call vote was taken all in favor.

BOARD OF SELECTMAN REPORT:

G. Fowler questioned the number of appointees to the Traffic Study Committee.

Parking lot down at the American Legion Park was spoken of -D. Twiss brought up the parking lot and kiosk / meter for parking which now has been lost, ordering of the parking stickers did not happen, missing revenue,

ADJOURNMENT:

D. Twiss moved to adjourn with P. Kershaw seconded the motion. A roll call vote was taken all in favor.

Meeting adjourned at 9:45 PM. Minutes transcribed by Maureen Shultz