

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

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BOARD OF SELECTMEN MEETING MINUTES

Memorial Town Hall

02/23/2021

6:00PM-Working Meeting

Broadcast on Georgetown Cable TV via BlueJeans

Verizon channel 42/Comcast channel 9

Selectmen Present: *David Twiss, Douglas W. Dawes, Clerk; Peter J. Kershaw and Charles Durney, Gary Fowler.*

Others Present: *Michael Farrell, Town Administrator. Administrative Assistant, Maureen Shultz.*

6:00PM Call to order

Invocation-Douglas W. Dawes

Pledge of Allegiance

D. Twiss read the statement listed here:

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Town of Georgetown Board of Selectmen will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Georgetown website, at www.georgetownma.gov. For this meeting, members of the public who wish to watch the meeting may do so in the following manner: Channel 42 Verizon or Channel 9 Comcast, or on the town website at <http://gctv.georgetownma.gov/>. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that meeting the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Georgetown website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after that.

PROCEDURES & POLICY-DISCUSSION:

The Following procedures were discussed-No formal votes was taken on any changes to the Procedures Policies Manual discussion -The following were agreed on for changing the Procedure & Policy Manual these will be added to the next agenda.

Pg. 2 -Responsibility of the Chairman –The Board agreed that the Chairman will conduct 4 workshops annually orientation workshops-new Board members.

Pg. 1 Organization of the Board-Chair Term, the Board agreed that the three-year term -should only change during an Election year.

Pg. 6. Town Accountant appointment -Remove Finance Director as the appointing authority and replace it with Town Administrator.

Pg. 13 E-mail Communications -add the IT Policy & Link / to document

Pg. 15 Policy Development -look at every three (3)

Pg.16 Standing Committee's -take out the following- Mosquito, Larviciding, spraying, Weights & Measures, Fence Viewers, School Building Committee, Employee Trust Fund.

Pg. 19 Relationships with Citizens-Add video platform in the event of a pandemic, Changes to the wording regarding agenda item that allows citizens to bring items to agenda, we do not allow that -form created to ask for an agenda item.

Pg. 19 Relationships with Citizens-remove under Citizen relations /Various section of Town Change -Once they go through the process they can then contact a member of the Board to be added to the agenda Cover Sheet of manual -sign and date the policy with new revision date on the front cover of the manual-this should be done anytime new changes are adopted.

Pg. 28 Appendix B Policy Form Not Attached

SUGGESTIONS / DISCUSSION:

- *Rock Pond Committee-Disband*
- *Minor TYPO"S -go through entire document*
- *A lot of the Sections are off by one: 2.0 says 1.0 etc.*
- *Orientation for all new Board members.*
- *Making clearer policies-no guessing*
- *No more than one committee per member at any one given time*
- *Letter given to anyone vacating a volunteer Board.*
- *Re-do page numbers -clearer and more accurate*

ADJOURNMENT:

G. Fowler moved to adjourn with P. Kershaw moved to seconded the motion. The Board voted unanimously on a roll call vote.

Meeting adjourned at 7:45 PM. Minutes transcribed by Maureen Shultz

Documents used in the meeting: Procedures & Policy Manual

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