

Regular meeting of the Board of Selectmen convened at 7 p.m. on Tuesday, January 20, 2015 in Room 34, the Harry B. Butters Chambers, Norwood Memorial Municipal Building, with the Pledge of Allegiance, and a silent moment of prayer and reflection. Meeting is Recorded.

Present: Chairman Michael J. Lyons, Selectmen William J. Plasko, Helen Abdallah Donohue, Paul A. Bishop and Allan D. Howard. Also present General Manager John J. Carroll, Clerk Frances L. Jessoe and Assistant Christina Mulvehill.

Appointments

Finalist Interviews for the Town Clerk & Accountant Position

6:00 P.M. – Matthew Bobola

Ms. Pizzi thanked the candidate for coming in and informed him that there will be a series of questions that the Board may ask and that the interview is televised.

Chairman Lyons thanked the candidate and congratulated him for making it this far. We had a lot of strong candidates and the committee along with Selectman Howard felt that he was very strong. The Chairman asked Mr. Bobola why he was interested in this position.

Mr. Bobola explained that he has been with the City of Providence for ten years and at the ten year mark he became vested and there isn't much further for him to grow in the position. Given that his experience is very transferrable and he has dealt with the City Clerk with Vital Statistics, etc., working with the Finance Committee and City Council.

Selectman Howard inquired what he knows about the Town of Norwood. Mr. Bobola went over the population, registered voters, budget and that the Town was part of Dedham initially and there have only been a few Town Accountants. He would like to get into a place and stay for a long time. It shows a lot when there have only been a few Town Accountants. It shows that it is a good place to work.

Selectman Donohue asked what the duties of Town Accountant as he understands them. Mr. Bobola said that it is to manage the town budget, work with department directors and to keep them in the loop with their budgets, let them know of issues, file all state reports as needed, work with the treasurer. He stated they would work on cash flow and sometimes there are tight situations. Supervising the staff and making sure revenues balance and presentation to Finance Commission and Selectmen. Make sure if there are problems the Selectmen will be notified as soon as possible.

Chairman Lyons asked Mr. Bobola what he thought the main job of the Town Clerk is. Mr. Bobola said vital statistics, dealing with elections, swearing in officials, issuing licenses, etc.; maintaining records and minutes of the city.

Selectman Plasko thanked him for his interest and asked how he would envision spending his first 90 days on the job. Mr. Bobola said he would have to get up to speed on the accounting system, meet Department Directors, General Manager, etc. He would work to build trust and a relationship. He would really get up to speed with the budget. Selectman Plasko inquired if he was offered the job when he would be able to start. Mr. Bobola said in about two weeks. Selectman Plasko said we will immediately be getting into budget cycles and elections and inquired if he would be able to get up to speed. Mr. Bobola said he would as they are in budget cycle now.

Selectman Bishop inquired how he would deal with the staff member if there was an issue. Mr. Bobola stated that you would listen to both sides, be fair, talk it out and get everyone to be on the same page. He would get to the problem quickly. Selectman Bishop inquired about other Department Heads and would that carry over. Mr. Bobola said he would really work with them and build a trust with them and he would work to build a relationship with them. He said they have to know that he is working with them and wants the best for them. Selectman Bishop asked him to compare the budgets in Providence versus Norwood. Mr. Bobola said the size is bigger but a "budget is a budget". He said the threshold would be different. He continued to discuss the differences.

Town Clerk & Accountant Position (cont'd)

Selectman Howard inquired about supervising two non-union and eight union members. He asked him to describe what he supervises currently and his union experience. Mr. Bobola said he does not have any supervisory experience, as there are only two employees in his department; but he does have union experience with contracts and being around the city for so long. He would read all the job descriptions and make sure he is giving out the right assignments for all people. He would make sure he is doing the right thing by them. Selectman Howard inquired about his leadership and supervisory style. Mr. Bobola said he would show that he is really hands on dealing with all the day to day work and do the smallest task to set an example to all the employees of being here on time. At the same time I want the employees to trust him and that he is there for them and they can come to him; but they have to be on task. Selectman Howard asked if he were clashing with a long term employee how he would resolve that. Mr. Bobola said he would talk it out, see what the issue is and see what can be resolved. He said he would try to work it out.

Selectman Donohue said in the last interview he discussed customer service with the members of the interview committee and in that case who do you think the customers would be and what would be his perception in handling them. Mr. Bobola said for the City Clerk's Office, the customers would be citizens who come in to get vital statistic records and public documents and the Town Accountant position would be Department Heads. Selectman Donohue inquired in the job he has now would he have to use weighing of the responsibility in regarding to privacy with customer service. Selectman Donohue said that she had a case where a person wanted a birth certificate from out of state and there were a lot of implications in obtaining a birth certificate. Mr. Bobola said you have to follow the rules and the way the world is today, you have to follow the rules because you don't know what people's motives are. Selectman Donohue said they had to get a letter from a judge to do it property.

Chairman Lyons said there is a unique situation in Norwood where we have a Town Clerk and Accountant and asked Mr. Bobola how he would see himself balancing both positions. Mr. Bobola said that he would have to see exactly what they do and he would have to get a good relationship with the Deputy Clerk.

Selectman Plasko said part of this job is dealing with as related duties being a member of the Board of Registrars, Retirement Board, Finance Commission, etc. making recommendations on the budget and this would be working evenings and are you aware of this. Mr. Bobola said that is what he is used to as he has many meetings at night now and he is used to putting in the hours. Selectman Plasko said some of his education leads to accounting, but work experience seems to be leaning more toward budget preparation. Mr. Bobola said he has a good understanding of accounting and in Massachusetts there are a lot of resources he may have. He felt he could get up to speed.

Selectman Bishop inquired if he would pursue his CPA. Mr. Bobola said he would want to be a certified government financial manager and certification-Mass. Accounting Degree for municipalities. Selectman Bishop said his answer on the birth certificates was the right answer.

Selectman Howard said it is the duties of the Town Accountant to put together the budget, but it is the duties of the Finance Commission to present the budget to Town Meeting. He asked Mr. Bobola how he would interact with the Finance Commission and Town Meeting. Mr. Bobola said in Providence the structure is different but he did go back and forth with the Finance Commission and he is comfortable with that type of relationship and with making certain everyone is satisfied and clear on the information. Selectman Plasko asked what he would hope for in terms of transition with Mr. Thornton. Mr. Bobola said he would come up at least two or three days during the next two week. He would want to work with Mr. Thornton for a week or so after that to get a handle on things and ask questions. Ms. Pizzi asked what tools, other than time, he would need to make the transition. Mr. Bobola said he would need files from past years to see how things are organized and to look at examples from previous years.

Town Clerk & Accountant Position (cont'd)

Chairman Lyons told Mr. Bobola he appreciated him wearing Norwood colors on his tie. He made reference to the Town Wide Budget Balancing Committee comprised of two members of the School Committee, two members of the Board of Selectmen, two members of the Finance Commission, and the Town Manager. The budget process takes close to a year and is done with the guidance and advice of the Town Accountant. He explained that the Committee tries to get ahead of the budget issue as opposed to reacting to it. This is a collaborative effort between the School Department and General Government and can have different priorities and some clashes. The Chairman asked Mr. Bobola what his philosophy is as far as the collaborative effort required between schools, light department, public works, etc.

Mr. Bobola replied he would have to see what the Town's long-term goals are. If a goal were to advance schools, then he would work to add money into that over the years. He would need to get a collaborative idea of what the goal is in the town and determine whether they are spending in the right places.

Chairman Lyons asked Mr. Bobola if he has any experience working with school departments and light departments. He explained in his job there is a line item for heat, light, and power, which he reviews with the director of that department. Twenty percent of his work now is working with the school department and meeting with the CFO there. He has a decent amount of experience working with schools.

Ms. Pizzi informed him that if the Board makes a decision tonight he would be notified either way by the Human Resources Department and if he were to be hired he would go through CORI check, pre-employment physical and drug testing.

6:30 P.M.—Thomas J. McQuaid

Ms. Pizzi thanked him for coming back and explained that this is the second and final interview. The interview is being televised.

Chairman Lyons congratulated Mr. McQuaid on making it this far in the process and asked why he is interested in the job and also why he would be the best choice. In addition, the Chairman asked why he would leave his current position to take this job.

Mr. McQuaid started by saying he has invested a lot of time volunteering in this town. He loves Norwood and would love to have the opportunity to serve in a professional capacity. As far as his other employment, he has been there for fourteen and a half years and they are making a change by bringing in another layer of management. He worked with her for a while and then decided it was a good time to go.

Selectman Howard asked Mr. McQuaid what he knows about the Town of Norwood finance. Mr. McQuaid recited several statistics about the town. There are one thousand employees, a budget of one hundred sixty two million dollars, thirty million goes to General Government, thirty eight million goes to Schools, and thirty million is shared. Utilities provide revenue of seventy million dollars. Funding comes primarily from taxes, state aid, and departmental receipts.

Selectman Donohue told Mr. McQuaid she was supposed to ask him if he knows what the duties of the Town Accountant are. But because she has known him around town, and knows he has been at all of Town Meetings, he knows about Town Government. In order to comply with the form she asked him to describe the duties of the Town accountant. Mr. McQuaid chose to address both positions. On the Town Clerk side it is basically making sure that people are properly registered to vote, running the elections, both local and national. Keeping all marriage and birth records, issuing all the licenses in town. Town Accountant job is the job he has been doing all his life, basically. It is the Chief Financial Officer of the town so obviously he would have to keep the books and records in accordance with generally accepted accounting principles, and also under the uniform municipal accounting system which has specific rules for cities and towns. It would mean closing the books every month, making sure that all the records are in order, preparing warrants for payment of bills, etc. and generally working with the auditors and rating agencies like Standard and Poor's to make sure to convey the message about how financially sound the Town is. Selectman Donohue asked if in addition to having worked in the capacity of an accountant throughout his lifetime, the degrees that he has, which include a Master of Science in Taxation, Master of Business Administration, Bachelor of Science in Accounting, Certified Public Accountant, Certified

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Management Accountant in addition to your day to day experience must be a great help. Mr. McQuaid explained that he is a lifetime learner and is always looking to improve. He described some of his motivation for earning a CPA. The institute he works for now is not as large as the town, it has a thirty million dollar budget, but it is as complicated with federal grants and federal budgets and is all regulated through the office of Management and Budget at the federal level.

Chairman Lyons asked Mr. McQuaid how he sees making the transition from the private sector to the public sector for the first sixty to ninety days. Mr. McQuaid said within the first two months he would like to meet with each department head in their space to get an understanding of what they do. In addition he would drive around with a facilities person from the schools, spend time with the Town Engineer to make sure he understands all the construction projects that are happening and getting to know his staff. It is his understanding that they are a tremendous staff and the most important thing is people. He wants to understand what they do in order to service them in the best way possible.

Selectman Plasko asked beyond the technical expertise and education he has, what he sees as the primary characteristics someone in this position needs and how does that translate to him. Mr. McQuaid stated that the person has to have the highest level of integrity and people skills are critically important. Being able to see the big picture but looking into detailed records is also important for instance when closing monthly financial statements one has to get familiar with the numbers on a detail level without losing site of the big picture. Selectman Plasko described the hours as being 8 am to 4 pm in addition to Retirement Board meetings, Board of Registrars, evening meetings with Finance Commission, etc. The job requires a lot of hours and a high energy level. Mr. McQuaid said he is aware of the number of hours. Right now he works 7 am to 6 pm. He is high energy and looks forward to work with the volunteers in the town, spend a lot of time and hopefully be a good tool for them.

Selectman Bishop inquired about his experience with union and non-union staff, as on a daily basis he would have a staff of ten people, two of whom are non-union and eight of whom are union. Mr. McQuaid said he has experience with both union and non- union staff. His style is to treat everybody with respect whether they are members of the union or not and his expectation is that each person is going to do the best job they can for the town and if he thinks a person is not doing the best job he would work with HR on an improvement plan for that person. The employees have had the same boss for thirty five years and he understands what might not be a big deal for him might be for them. He would want to get the best out of employees so they are happy and productive but also hopes the staff is open to new ideas and advancing themselves.

Selectman Howard reminded Mr. McQuaid that at the first interview he had he said he wants to be remembered as well as Mr. Thornton. Following Mr. Thornton will be difficult because he is a great Town Clerk and Accountant. He asked Mr. McQuaid how he would accomplish being remembered as well as Mr. Thornton. Mr. McQuaid agreed Mr. Thornton is the best but stated he is going to make an impact and he has a good and well-earned reputation.

Selectman Donohue asked Mr. McQuaid who he considers his customers to be and how will they be treated. Mr. McQuaid said this is different from his other position because it requires a lot more public interaction. He said that he is good with people and his day-to-day customers would be the employees of the Town and the Board of Selectmen would be his boss. He would look to the Board of Selectmen for direction and he would want to get the department heads the things that they need. He stated he has worked with people who have high needs and understands how to deliver.

Chairman Lyons explained that based on the Town Charter the Board is unable to offer a full three-year contract at this time. The current contract runs out at the end of June and at that time the Board can offer a new contract. It will be a six month appointment then a three year appointment. Mr. McQuaid was not concerned as he has worked without a contract for thirty seven years.

Selectman Plasko reiterated this would be a six month appointment followed by a three year appointment. He asked Mr. McQuaid what his perception is time wise. Mr. McQuaid said he doesn't have a specific

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number of years in mind but the Board will be happy with the commitment. He cannot say at this point that he will definitely work ten years but if the Town wants him it will be longer than three and a half years. He said he has to have a purpose and this is renewed energy. The mission is important to him. This is government at its best delivering services and things that people need on a day-to-day basis.

Selectman Bishop made the comment that Mr. McQuaid's references refer to him as loyal. It is also beneficial that he is a life time learner and has a good work ethic.

Selectman Howard explained that the Board has worked out a good agreement with Mr. Thornton to assist in the transition as needed. There is some concern for the two assistants who are long term employees that the new person coming in nurtures them so they stay around to help. Mr. McQuaid's response was that anyone coming into the job would be crazy to torpedo those two people. They are the people who know how to do the job with the culture of the Town. He added that every success he has had is based on team work and he will rely on the assistants. He would treat them with the respect they deserve and they would be teaching him.

Mr. McQuaid asked what the expectation was on when the position would start. Chairman Lyons asked when he could start. Mr. McQuaid said he could start February 9th and work with the people there for a couple of weeks then when he finds out what he doesn't know they could call Mr. Thornton back in. Selectman Plasko pointed out there will also be census work and election work in April. Ms. Pizzi asked Mr. McQuaid if the start date of February 9th would change if the Board were to make a decision next week and he said it would not. She also told him that if he were to be offered the job there would be a CORI check, a pre-employment physical and a drug screen.

7:00 P.M. – Andrew Gould

Ms. Pizzi outlined the process and thanked Mr. Gould for coming back. She explained that this interview would be held in open session and televised.

Chairman Lyons thanked Mr. Gould for coming in and congratulated him on making it his far. The Chairman then asked Mr. Gould why he wants to make the move to Norwood and why the Board should be interested in him.

Mr. Gould said he was looking for change and challenge. When he first got to Salisbury it was a mess. He went through two audits in nine months. It took fifteen months to get straightened out but now they are not on the state watch list anymore and the free cash is squared away. Now he is looking for a change.

Selectman Howard asked Mr. Gould what he knows about Norwood financially. Mr. Gould listed several things about the Town's finances including a budget of one hundred ten thousand dollars, enterprise fund, free cash, stabilization, a double A+ bond rating, twenty eight thousand taxpayers, eighteen thousand registered voters. Selectman Donohue asked Mr. Gould about attending Suffolk University. He said he was also an adjunct professor there for eight years and he enjoyed that. She told him his experience in Town and City government was impressive and asked what he thought the duties of the Norwood Town Clerk & Accountant are. Mr. Gould's response was; closing the books, monthly bank requisitions, handling audits, certifying free cash, doing the recap, dealing with the auditors, sending out monthly expenditure reports, bring problems to the town manager. He works with a warrant advisory board during spring and fall town meetings.

Selectman Plasko asked Mr. Gould about getting his town out of the state watch list and the bond rating. Mr. Gould said it is double A three now but it was a three with a negative outlook. Selectman Plasko then asked Mr. Gould what he perceived of the two roles of Town Clerk & Accountant. Mr. Gould explained that in his current position the Town Clerk reports to him and he would have to learn that job by going to school and working hard to get up to speed. The Town Accountant position he already knows.

Selectman Bishop asked Mr. Gould if there was anything he would change. Mr. Gould said he would ask a lot of questions and get to know the different department heads. He does not know the level of staff and does not know if changes need to be made. Selectman Bishop explained there are ten staff, two non-

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union and eight union members and asked if he had any experience with unions. Mr. Gould stated he does have experience with unions and has actually handled some grievances.

Selectman Howard explained that the Assistant Clerk and Assistant Accountant are long-term employees and asked Mr. Gould how he handles communication and conflict resolution and what he would do if he had a difference of opinion with key staff. Mr. Gould said he would put himself in their shoes. He would also check to see if there were other issues; sometimes an individual can get sick and act differently – he would get the employee a physical depending on the situation.

Selectmen Donohue asked if his presentation conclusion was in his own words. Mr. Gould said they were not his words, he had help with the presentation.

Chairman Lyons asked Mr. Gould who he perceives his customers to be. Mr. Gould said a customer is anyone who walks through the door and he would strive to give them excellent service and will train people to do that too. The Chairman spoke about the town wide budget balancing, explaining that it is a long process involving a lot of projections. The town accountant is a big part of the process and he asked Mr. Gould how he would work the town side structure. Mr. Gould said he would have to see how the process worked out. Presently, he does ninety percent of the budget then gives it to the town manager. He has done some work with Dunstable and they have a finance commission that did the budget. He said he would help however he could.

Selectman Plasko asked if he had experience and interaction with school departments. Mr. Gould said in his current position the elementary and high school are regional so there are three communities involved and when two of them pass the budget it is done. Selectman Plasko talked about utilities – water and sewer and that Norwood does not do enterprise funds as they do in Salisbury and there are different laws that apply. Mr. Gould said he would have to get up to speed.

Selectman Howard explained that the Board has an agreement with the retiring Accountant to consult and Mr. Gould could utilize that. Mr. Gould said he would have to give thirty-day notice to resign from his current position but he would like to help them out until they fill his position.

Chairman Lyons and Selectman Plasko explained this is a six-month appointment until the end of June at which time he would have to be re-appointed. They will be discussing the appointment later this evening and told Mr. Gould he would be contacted one way or another this evening.

Chairman Lyons asked how the Board would like to proceed. On motion of Selectman Donohue, seconded by Selectman Howard voted unanimously to take a vote tonight.

Selectman Donohue made a motion, seconded by Selectman Bishop to nominate Mr. McQuaid. Chairman Lyons called for any other nominations. Seeing none, Selectman Donohue made a motion to close nominations, Selectman Plasko interpreted that to make an offer of employment to Mr. McQuaid and asked who would determine the parameters of that offer. Selectman Howard expressed his intention to propose going into executive session at the end of the regular meeting to discuss an offer of employment to a non-union employee. Selectman Donohue amended her motion to include that thought. Chairman asked Selectman Bishop, who seconded the original motion and he said he was against it and would not second the motion as amended. Selectmen Howard seconded the amended motion. Selectman Howard explained that this appointment is the responsibility of the full Board and he suggested executive session to discuss salary. Selectman Bishop felt it was too important an issue to go into executive session for twenty minutes. It should be looked at more deeply. Selectman Plasko commented on the candidates. They were all qualified, two more than the other was. Mr. Gould has municipal experience, which is important, but not everything. He has no experience with utilities or schools, or Clerk's position. Mr. McQuaid has a superior education and work background and knowledge of the community and that makes him a superior candidate.

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Chairman Lyons clarified the motion on the table is to close nominations and go into executive session after the regular meeting. The motion passed unanimously.

On motion of Selectman Donohue, seconded by Selectman Howard, voted to appoint Mr. McQuaid to the position of Town Clerk & Accountant.

On motion of Selectman Howard, seconded by Selectman Donohue, and by roll call vote of Chairman Lyons and Selectmen Plasko and Bishop, voted to enter executive session at the end of the regular meeting to discuss an offer to a non-union employee.

7:30 P.M. – Gerald Miller, Supt., Recreation Dept.:

Reference was made to monthly report of department's activities. Mr. Miller gave highlights of activities such as laser tag, basketball clinic, Lego party, Chicks with Sticks, Valentine dance, Father Daughter dance, blanket making, etc. The community calendar will be out in February. He commended Linda Berger for her time and effort. The department gets praise for the programs they offer and Linda has taken it to another level. Selectman Howard thanked MR. Miller for a full agenda of activities. Selectman Bishop thanked Mr. Miller for activities he has not seen before and for keeping it interesting.

New Business

Cemetery Deeds:

On motion of Selectman Donohue, seconded by Selectman Bishop, voted to sign the following:
Francis J. Ward, 15 Dorset Street, to Lot C-1806;
Joan M. Dooney, 8C Cranberry Grove Way, Wareham to Lot C-1808;
MaryAnn Moskofides, 107 Spruce Road, to Lot C-1814;
Rosetta Servello, 16 Plymouth Drive, to Lot C-1819.

St. Catherine of Siena Parish:

On motion of Selectman Donohue, seconded by Selectman Bishop, voted to file annual beano report for 2014.

Sigalle Reiss, Supt./Director, Board of Health:

On motion of Selectman Donohue, seconded by Selectman Bishop, voted to approve request to insert the Recycling Newsletter into the Light Department bills for the month of August.

Enstrat Strategic Environmental Services, 28 Lord Road, Marlborough:

On motion of Selectman Donohue, seconded by Selectman Bishop, voted to file Tier Classification submittal- Public Notice on 125-165 Lenox Street.

Francis W. O'Brien, Dedham, Chairman, Norfolk County Commissioners:

On motion of Selectman Howard, seconded by Selectman Bishop, voted to file Annual Report of the County of Norfolk for FY 2014 (for perusal) Selectman Donohue said that Francis O'Brien has been in politics for 50 years and used to drive her father to MBTA Advisory Meetings.

Steven Delmonaco, American Executive Taxi:

Submitting appeal of denial by Safety Officer to grant hackney license. Hackney Rules attached. On motion of Selectman Bishop,, seconded by Selectman Howard voted to uphold safety officer denial and set up a hearing for him and American Executive Taxi.

Rita Russo, 40 Pine Street:

On motion of Selectman Donohue, seconded by Selectman Howard, voted to request to use the Bandstand from 12 to 1 p.m. on Friday, July 3 for a recitation of the Patriotic Rosary and request to place a sandwich board on the traffic island at Washington and Nahatan Sts. for 2 weeks prior.

Arthur Buckley, Mass. State Lottery Commission:

Application for a Keno license has been received from Bamboo Café, 663 Washington St. If the Town objects, a hearing before the Commission must be received within 21 days. Selectman Plasko stated that he is opposed to this on the grounds that there may be restrictions on the Downtown Licenses and the activities that can be held there. On motion of Selectman Howard, seconded by Selectman Plasko, voted to table for one week to look into the rules and regulations.

Mary Cassidy, Thomas Maher, 78 Meadow Street:

- a. Submitting e-mail requesting copy of Town Counsel's letter to the Board re abandonment, transfer and sale of 5,565 sq. ft. of land within the layout of East Hoyle St.
On motion of Selectman Donohue, seconded by Selectman Bishop, voted to approve above request. The vote was 4-1. Selectman Howard opposed.
- b. On motion of Selectman Plasko, seconded by Selectman Bishop, voted to file thank you to Town and Mark Ryan for assistance in removing damaged trees from Town land.

Memoranda

Selectmen's Meeting:

On motion of Selectman Plasko, seconded by Selectman Bishop, voted to approve minutes from January 6, 2015.

Selectmen's Addenda

Selectman Donohue

NStar will return forty four million dollars to customers for over charging.

Selectman Plasko

Regarding re-elections, people are not reporting vacancies or their intention not to run and the deadline for papers is February 17. He announced his candidacy.

Selectman Bishop

It is important to notify the Clerk's Office about vacancies and he is happy Selectman Plasko is running for reelection.

Chairman Lyons

Winter Concerts

Sundays in February starting the 1st. Refreshments will be available free of charge.

Chairman Lyons

Town Clerk & Accountant position

He appreciates the effort and the work put into screening and he thanked those involved in the hiring of the Town Clerk and Accountant, including Selectman Howard. It can be a tough job, especially in the initial process when you are dealing with sometimes dozens of resumes coming in and a lot of highly qualified candidates. It is a long process and an arduous. This Board was presented with three very good very qualified candidates. He then announced the Board's intention to enter into executive session for the purpose of conducting strategy sessions and return to open session for adjournment.

Manager's Agenda

Tomorrow night there will be a Capital Outlay Committee meeting. The Manager mentioned some projects that he plans to bring up at that meeting. One is the Hawes Pool bathhouse and he has been working with Mr. Miller trying to determine the cost. The cost to knock it down and build something new would be \$800,000. Board of Health Director Sigalle Reiss wrote a letter stating she is unhappy with its current condition.

The Manager discussed his plan to pave Washington Street from town line to town line as it is in bad shape. He and Mr. Ryan looked at repaving the road and borrowing the money to do it. The borrowing would be in addition to Chapter 90 funds. He said the town borrowed \$ 500,000 years ago to do the sidewalks. He is preparing a report on the condition of Washington Street. He wants to pave and also add red bricks in the crossings.

In addition to the previous two projects mentioned, the Manager talked about changes that could occur because of the DPW administration moving to the new building sometime around August. The Engineering Department will be vacating their space in the Town Hall at the same time. He is working with Courtside Architects who redesigned the Treasure's department and the Manager's department. They are looking at many alternatives and there will be money involved no matter what happens. He will meet with the departments the first week of February and will copy this Board.

Selectman Donohue addressed the Manager's plan to pave the entire length of Washington Street. It is not an appropriate time to bring that up since half the stores are empty as is and those who are open would lose business. As for the Town Hall space, she reminded the Manager he was supposed to have a committee going on and this Board has no report on what the space will be used for and would appreciate some input on choices for the uses of the space before spending money. All members of the Board of Selectmen should hear this in a session, with an agenda with details. The Manager agreed to do that. Selectman Donohue also took issue with the Hawes bathhouse, saying it is where the skating rink will be and asking about a concession stand for the high school. The Manager stated that because of the plumbing codes the cost would be extremely high.

Selectman Plasko told the Manager he was put off with him that he is ready to go to these other committees and contracting services without having an in depth discussion with this Board first and reminded the Manager that the Board expects specific information to be shared with the Board and any communication with capital outlay be clear that this board has not taken a position on these matters at the time. The Manager then apologized. He said he has been tied up with other things and has not had a chance to put anything in writing. Chairman Lyons informed the Board he would be attending the Capital Outlay meeting and he would let them know the Board's position on these items.

EXECUTIVE SESSION

To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel: Voted was taken at the end of the interviews and selection for the new Town Clerk & accountant and Chairman Lyons clarified the reason for going into Executive Session.

Adjournment

Returning to open session and no other business being presented for consideration, on motion of Selectman Donohue, seconded by Selectman Plasko, voted to adjourn and the meeting was adjourned accordingly at 8:45 p.m.

A True Record.

ATTEST: _____
Assistant