

**Board of Selectmen Meeting
April 10, 2013 – Minutes**

Present: Selectmen- Mark Gilmore, Carolyn Shores Ness, Elizabeth Clarke
Town Administrator – Bernie Kubiak

The meeting was called to order at 2:00 pm in the conference room at town hall.

Executive Session A motion was made by Ms. Ness, seconded by Ms. Clarke, to go into executive session to discuss strategy with respect to collective bargaining with the Police union as an open meeting may have a detrimental effect on the town's bargaining position as declared by the Chair. The roll call vote was: Gilmore – Y, Ness – Y, Clarke –Y. The Chair announced that the Board would reconvene in open session.

At 2:40 pm following a roll call vote to end the executive session the Open Session was called to order.

Minutes: No minutes were reviewed.

Public Comments: none

Selectmen's Comments/Announcements: none

Board of Health Comments/Announcements: none

Appearances before the Board: none

Discussion/ Decision Items:

- **Special Town Meeting:** After Mr. Kubiak explained the reasoning behind holding a Special Town Meeting during the Annual Town Meeting, **a motion was made by Ms. Ness, seconded by Ms. Clarke, and voted to sign a warrant for the STM on April 29th at Frontier Regional School.**
- **Annual Town Meeting Warrant:** The warrant was reviewed. Article 10, a retirement benefit paid by statute to a widow who lives in Newton. With this payment the obligation will be satisfied. There was discussion of support for Article 17 regarding the current ambulance service and a proposed change to a regional service. Article 20 is by petition.
- **Interim Town Administrator (TA) Appointment:** Ms. Ness began the discussion by stating that she thought an interim administrator should be hired, and named Wendy Foxmyn, who is a well-known consultant, as her choice. Mr. Kubiak supported that suggestion, noting Ms. Foxmyn's strong skill set and capability to step in. It was agreed that she be invited to attend a BOS meeting on Wednesday, April 24th, at 2:00 pm to discuss the possibility.

A lengthy discussion was held about a chain of command as it relates to accountability: Should department heads, and board chairs report directly to the BOS, or should they report to the TA? Mr. Kubiak gave several examples of situations that occurred in the past when reporting was to the BOS. Selectmen are not available on a daily basis to provide guidance and oversight that is

needed. He pointed out that having a central point for people to go to, i.e. a full-time person (TA) available seems to be successfully keeping things moving forward and on task. In addition, the admin. staff serves as a service bureau for the committees and citizens.

Mr. Gilmore commented that when Mr. Kubiak came he picked up a bunch of strings and made them into a ball. In his view Mr. Kubiak has been the glue that held a lot of stuff together.

- **FY'14 Budget:**
- **Next Meeting:** The BOS will meet again on April 16th at 6:30 pm, followed by a joint meeting with the Finance Committee. At that meeting Darin Gray would like to be invited to discuss the Street Scape project.
- **Animal Control Officer:** Ms. Ness reported on a meeting she attended regarding a plan to hire a person to be the Animal Control Person for several towns.

The meeting adjourned at 3:59 pm.

Respectfully submitted,
Priscilla Phelps