

Minutes: Selectmen's Meeting –Tuesday, February 21, 2012

Present: Chairman Walter F. Alterisio, Daniel F. Devlin, Clerk and Procurement Officer and Member Kenneth J. Leva

The Meeting was called to order at 7:00PM with all members present. Chairman Alterisio provided update on the previous equipment problems which suspended broadcasting – thru efforts of Selectman Devlin and Charter Communications equipment has been updated. Any comments and recommendations should be forwarded to the Board of Selectmen. The board suggested that if it works well, will encourage other boards to use this space for their meetings.

Dana Barnes, Building Inspector and Zoning Officer appeared per the board's request to make recommendations on possible causes for miscellaneous problems at Town Hall and how to best address the damage. Dana advised this isn't a building inspector issue – but he conducted the review using his construction experience, nothing to do with his position as Building Inspector. He indicated leak appears to originate right around the peak of the roof near the elevator shaft – hasn't been up on the roof. He suggested that Mike MacDonald would be one of his recommendations for taking a closer look and providing evaluation as he's familiar with the roof and does a lot of work in slate – have him come in and take a look at it.

Chairman Alterisio referenced the boiler issue and Dana reported on the water damage in the elevator machine room which was brought forward by Delta elevator technician; that has been repaired. Dana suggested when Mike is in here it might be a good idea to have him take a look at the flashing, etc. Chairman Alterisio advised comment he got was the last place you want to put one of those things, isn't there – with equipment. Dana suggested contacting the HVAC company who took care of the boiler repair. Secretary will contact Coolaire for the boiler and Mike MacDonald for the roof.

Governance Committee has sent e-mail and are proposing meeting with the Board on March 7th @11AM – Chairman Alterisio explained the initiative for the Financial Management Review and the appointment of the Governance Committee to make recommendations from an organizational perspective relative to that report... meeting since January now coming to end with conclusions. Board will meet with them to look at their findings and recommendations and will schedule a meeting of all boards on Saturday, March 24th at 9:00am where the governance committee will make presentations.

Chairman Alterisio explained that a lot of things have changed since the town last looked at its operations.

Chairman Alterisio advised the board has received job description from the Town Accountant for his accountant clerical assistance needs. Chairman Alterisio referenced background since Kim Fales had resigned due to relocation, Ruth Rogers returning from retirement to serve as Temporary Town Accountant until Dick Choate agreed to provide his assistance in that roll and Ruth Rogers continuing to fill the assistant position in the interim. He noted as part of that job description for new hire, are considering incorporating other possible clerical assistance for the Town Clerk, expecting the total job to be less than 20 hours per week.

Chairman Alterisio reported that town is in the process of replacing Fire Chief Rich in March at the end of March by virtue of mandatory retirement as is no longer permitted to go in and fight fires. Board put out a request for any interest from current fire department personnel and has received two responses; will be setting up interviews with the individuals and hopefully will fill from within although not restricted from going outside. No cut off for decision but on Friday, March 30th @11AM, Chief hopes to officially turn over reigns to his replacement. Should the board feel uncomfortable with a

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permanent appointment, may be to a temporary Fire Chief. Chairman Alterisio advised the public is welcome.

Chairman Alterisio advised, as recently as today Police Chief James G. Downes III received a resignation from Michael Lynn from our police department – moving to another town's force and Chief Downes has put the notices in play. Hopefully will receive many equally qualified candidates as we have in the past – board needs to decide whether they'd like to be involved in the process or leave it to the Chief. Selectman Leva would like to set a standard procedure for this time and future. Chairman Alterisio referenced previous processes – both with board involved during the process and the latter with the Chief taking care of the whole interview process and bringing recommendation forward to the board.

Chief Downes is scheduled to appear before Advisory Board at 8:15 – felt it would be incumbent for the board to be there for that session to review incorporated changes. Since there is not a lot on the agenda – could wrap up and go in.

Selectman Leva provided motion to approved minutes of 2/6/12 as written, 2nd Selectman Devlin and voted with all in favor. 2/13 was approved as presented with two (2) in favor and one abstention.

Chairman Alterisio reported that Selectmen Devlin has agreed to participate in Swallow Union reading on Thursday, March 8th.

The Board approved multiple facilities use requests: Dunstable Garden Group request for use of the common on May 22nd from 6AM-1PM for plant sale; the Dunstable Town Committee's request for use of the main hall on Saturday, February 25th for their annual caucus and Volunteer Fire Fighter's Association request for use of the Grange Hall for EMT retirement party April 15th from 1-4PM.

Chairman Alterisio reminded the board that he'll be absent for the next 2 Mondays. Treasurer's warrants were reviewed and signed and the meeting adjourned at 7:35PM after appropriate motion and vote.

Respectfully submitted,

Danice N. Palumbo,
Board Secretary