

Minutes: Selectmen's Meeting: Monday, June 25, 2012

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

The Meeting was called to order at 7:00PM with quorum present. Chairman Leva advised that Walter wouldn't be attending this evening and the board agreed it best to hold minutes for full board.

The Board reviewed the list of appointees – Selectman Devlin made motion to re-appoint 2nd and voted with both in favor. The Board initially appointed essential officers such as Zoning Officer Dana E. Barnes, and Harry Cullinan as Alternate, Building Inspector Dana E. Barnes & Harry Cullinan Alternate Inspector, Plumbing & Gas Inspector James L. Dow, Electrical Inspector David G. Sweet & Alternate Inspector David G. Sweet II and to reappoint Rich Larkin as Town Counsel for FY2013. The Board then continued on the list voting to reappoint Jeffrey Haight to a 3 year term on Town Forest Committee, Leo J. Tometich to 5 year term on Zoning Board of Appeals and Gerald Mead as Associate Member for a 3 year term; Marjorie W. Ryder to Council on Aging for 3 years, Jeffrey Haight and Leah D. Basbanes to Conservation Commission for 5 years, Alan E. Chaney as Veteran's Grave Agent and Peter J. Georges as Veteran's Agent for one year term, Dana E. Barnes as ADA Coordinator and Jon N. Crandall Jr. as Emergency Management Director for FY2013; Carl B. Flowers and Albert N. Horton to the Agricultural Commission for 3 year terms and Susan K. Psaledakis to the Community Preservation Committee for a 3 year term.

Sean Ready stopped in to advise the Board he's not interested in re-appointment for Dog Officer. He continued to explain, referencing some things that went on in January and February noting he wasn't asked to come in and it bothered him, including comments made that he didn't know how to handle his accounts yet wasn't consulted; doesn't appreciate being referenced as not knowing how to handle accounts – without being contacted. He indicated we have a lot of revamping to do, referencing statement recently made about why he wasn't involved in the police department; has done a good job and has requested more money because it's needed to handle the requirements. He advised the board he isn't the type to come before the meetings, had an assistant at one time, which came out of his money. He continued advising he knows what the moneys are in surrounding towns and suggested town may want to look at the numbers: get calls for dog calls, cat calls, etc.; has worked because he's had the police helping them – aren't dog officers but have assisted when necessary. He reported he'd worked with many

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individuals in town: Mike Palumbo is the Animal Inspector – worked with him for 10 years; Carol Skerrett has been assisting and she can't continue, Highway Department and Dunstable Vet – have a private account with them, which he paid for out of his money; has never brought anything to the Selectmen for a hearing. Chairman Leva advised that it seems that need to sit down and talk with him, about the lacking support, and how it's been handled. Sean advised that he's had some great support – but there's a lot more involved – didn't want to leave the Board hanging, but has talked with many individuals – statement heard didn't like – many years in public service – but are going to have to go into different direction – didn't want to leave town hanging – lot more to address – will take up later. Selectman Devlin thanked him for his devotion and time noting going forward may be best to schedule an appointment on the agenda. Sean advised minutes of January 17th and February 6th reflect. Selectman Devlin suggested that it would be best to schedule a forum where they can review what they do advising Sean that his integrity was never questioned – Sean felt that it was. Sean advised that Chief of Police should be involved in discussions and reminded the board that he'd brought the dog control bylaw before the board to advise that it was very weak. Sean advised in dealing with issues, a lot of it is diplomacy, takes a lot of effort to work through on some of the issues noting people get very heated over animals – a lot of time it's a neighbor dispute – things don't always get scheduled but he wasn't here every meeting to complain; took care of a lot of items on his own. Sean advised on the multiple items he's taken care of – detailing for the care of dogs. One more thing = Animal Inspector – Board of Health – all work together – has progressed because a lot of departments are just picking up the slack – can't give the town the coverage it needs part time; phone rings 24 hours a day, weekends, holidays, etc.. Selectman Devlin advised the Board appreciates all he's done. Chairman Leva also confirmed the board's support and will research further with him as to how to best move forward. Chairman Leva noted a lot of good points – no contracts, something that needs to be addressed – in an attempt to professionalize – contracts, etc.

Dana Metzler referenced some discussions Fincom had with Board relative to some research that needs to be done into a number of departments – Police, Fire, EMS; capital expenditures for items like a facility for public safety complex. Bill Ahern indicated that he's visited both of the buildings – and they're in dire shape. Chairman Leva noted that Walter has been working on researching any assistance that might be available through his NMCOG connection.

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Dana noted the approach for funding the town administrator – right in this room could probably write guidelines and establish job description, protocol for all staff. He advised the board doesn't need to necessarily go around and request buy-in; structure is here within the Board to put together a policy. Selectman Devlin referenced discussion last week with Tim Goddard – who indicated a willingness to assist but as a courtesy, the board wanted buy-in. Dana thinks there a mechanism to do it – question is how to fund it. Discussion just had with Sean, if you had someone managing the town, it doesn't fester. Board agreed that all are of position that town needs someone in the position with authority to be able to make decisions – delegate, etc. Bill confirmed that if there was someone in a position to handle a number of problems as they arise. Boards are made up of multiple members – clerical support – but no one person has authority overall. Town is a headless functioning body – administrator would oversee employees of the town, but elected boards are in charge of where they want the ship to go – day to day management is missing – no one with authority. Bill thought that individuals report to the Chairman – Dana advised that while Chairman has authority, the clerical assistant reports to all of them. Discussion continued with Bill questioned if had Town Administrator – how many people would report to that individual – people who work here, employees, etc. How many people all together – within the Town Hall would report. Boards don't report into town manager, if anything the Town Manager does the bidding to the boards – if need to buy something, would work with the Town Manager. How much work is there – how much will the Town Administrator be expected to pick up. Have to make a draft organization chart so the individual understands what's expected. Secretary advised there are a number of towns which have published their administration chart & she'll pull them.

Discussion continued on how best to proceed – have many samples available. Plan needed – funding, job description, etc.

Chairman Leva reported and reminded viewers of the Special Town Meeting scheduled for tomorrow evening at 7PM for the purpose of voting on the purchase of the 12 acre Best Triangle parcel of land. All encouraged to attend – Board

Bill Ahern noted one of the items in the governance survey and report was the issue of capital planning – are we still working on it? Chairman Leva advised are working on the list – explaining for individuals that some boilerplate items must be worked through – looking at bylaws, etc. Needed to prioritize the items and move

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forward. Selectman Devlin noted have one good shot at it; want to make sure we're doing it right. Bill just based on what we had here this evening – is sufficient evidence that something needs to be done. The board noted some hints that Board should have known – as of July 1st now any dog complaints will need to be handled by the police department. Board indicated they may have to speak with an adjoining town to see if they can provide some assistance, if not permanently at least in the interim.

Treasurer's warrants were reviewed and signed and the meeting adjourned at 7:50PM after appropriate motion and vote.

Respectfully submitted,

Danice N. Palumbo,
Board Secretary

