

TOWN GOVERNMENT STUDY COMMITTEE

Thursday, December 5, 2013 – Minutes

Meeting called to order by the Chairperson at 6:00 p.m. & read the recording disclaimer.

Present: Chairperson: Phil Washko, Vice Chair: Bernie Roderick, Andy Jones, Siobhan Henebury (arrived 6:07 p.m.), Linda Meredith, and Pattie Pacella.

Absent: G. Steve Riley (Dan Freitas has resigned his position on the Committee)

AGENDA:

Review/approve minutes: 11/7/13 & 11/14/13

Bernie Roderick made a motion to approve both the 11/7/13 & the 11/14/13 minutes as presented and was seconded by Linda Meredith. The motion passed unanimously.

Opening Public Comment:

No one present.

Review action items from last meeting:

The Committee reviewed action items from last meeting, which were no specific.

Review/Finalize Town-wide Survey:

The Committee reviewed the Town-wide survey, making changes and updates. All agreed on the said changes, and they will be emailed to Dick to update and proceed with it to Eileen Lowney.

ACTION #1: Phil will send a press release to the local newspapers that the Survey will be going out with the Census in January.

Bernie Roderick made a motion to expend up to \$350.00 for printing up the Survey and was seconded by Linda Meredith. The motion passed unanimously.

Discuss last public forum-NFIA/FIA 11/14/13:

The Committee discussed that the last public forum went very well and was informative. They discussed what other public groups might be interested in hosting our event, for Fairhaven public input. A discussion brought up perhaps the Fairhaven Rotary Club as well as.

ACTION #2: Linda will contact Fairhaven Rotary Club as a possible forum.

ACTION #3: Pattie will contact someone thru the Livesey Club.

Discuss recently completed government interviews:

Bernie & Phil discussed their recent completed interview with The Planning Board. They said that it went well and was very informative. Chairperson of the Planning Board, Wayne Hayward was present and Bernie asked him how he felt it went. Mr. Hayward said that he felt the Board members wanted to delve more into the questions but the press was present. Mr. Hayward said he felt the Board members were happy that the Committee interviewed them.

Bernie asked Mr. Hayward if he thought any questions were intrusive, and Mr. Hayward said "no."

Plan for Town Administrator focus and related next steps:

Phil stated he would ask Dick to outline the bullet points from the different Town Administrator's job descriptions that have been emailed to us, to identify what their requirements are.

There was a discussion on what the Select board would have control over vs. a TA.

Phil proposed to take a consensus vote for the Town Administrator concept/structure so the Committee could move forward in that task.

Andy Jones made a motion that the Committee move forward in the task of a Town Administrator and was seconded by Bernie Roderick. The motion passed unanimously.

The Committee discussed the upcoming round table discussion of those that work directly or are Town Administrator's. Linda M. suggested the need to define qualifications we want for our own Town Administrator.

ACTION #4: Phil asked everyone to send him a list of questions for discussion and review for the Town Administrator round table.

Some questions:

If you could change your job description, what would you change & why?

Discussion on the control that a Town Administrator would have to hire/fire, but then having the Select board's final approval. More discussion followed on job descriptions for the Town Administrator.

Discuss draft IT recommendation:

Phil did some work/research, the lack of IT strategy across the town. Phil read what he had written up, what the IT recommendation goal should be and 4 recommendations that the Town should hear.

Andy Jones suggested giving a rationale behind why the Committee feels the IT Strategy should take place. Mr. Jones suggested a report of every recommendation we give have a background to the why's/how we came up with such recommendation.

The Committee stated that a goal would be to have a recommendation of a Town Administrator for the May 2014 Annual Meeting.

ACTION #5: Please everyone forward questions for the 12/12 Meeting with the BPW.

Discuss potential subcommittees:

As of current, there is not a need for subcommittees; but perhaps in the near future.

Schedule January/February meetings:

January Meetings: 2nd, 16th, & 30th

February Meetings: 13th & 27th

March Meetings: 13th & 27th

ACTION #6: Phil will email group potential questions from the Planning Board.

Closing public comment:

Wayne Hayward advised the Committee that we are entering the political arena with an election happening in April; and he suggested that the Committee not get involved in talking about what their recommendations are going to be.

Andy Jones made a motion to adjourn and was seconded by Bernie Roderick. The motion passed unanimously.

Meeting adjourned at 7:28 p.m.

Respectively submitted,

Patricia A. Pacella