

TOWN GOVERNMENT STUDY COMMITTEE

Thursday, January 16, 2014 – 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, Siobhan Henebury (arrived 6:16 p.m.), Linda Meredith, Pattie Pacella, and G. Steve Riley.

Absent: Andy Jones

AGENDA:

Review/approve minutes: 1/9/14

Bernie Roderick made a motion to approve both the 1/9/14 minutes as presented and was seconded by Dick Douglass. The motion passed unanimously.

Opening Public Comment:

No one present.

Review action items from last meeting:

The Committee reviewed action items from last meeting. Linda & Pattie contacted Livesey Club, and Fairhaven Rotary and haven't heard back, therefore will give those people a few weeks to respond to maybe a public forum on 2/20. Phil needed to finish something from last meeting as well.

Review Outstanding Interviews:

Phil advised that the Sustainability Committee asked to be added for interviews. Team 2 – Bernie & Phil will proceed with this.

Town Employee Survey:

Dick put together this survey along with Pattie. This would be in addition to the Town Wide Survey. The Committee reviewed the details.

Bernie was concerned on the reasons why we would be gathering this information, and if it is worth it.

Phil explained that it's more information that we can hand over to the Town as an informational study. Pattie agreed.

There were a few changes made to the wording by the Committee.

Dick advised the intent of the survey was to gather information of employees take on Town Government.

Phil explained that we are trying to learn as much as possible Town Government wide.

Bernie felt that we are outside of the realm of our charge.

Pattie left the meeting at 6:27 p.m. for another meeting, and Bernie took over taking the minutes.

The Committee decided to table the employee survey to be reviewed again at our next meeting; as well as how it would be delivered and responded to ... to be decided at next meeting.

Review BPW Next Steps:

BPW Town report to be reviewed by TGSC.

Information gathered relative to BPW by Siobhan reviewed Towns Lee, Hopkinton, Norfolk. Proposed to dissolve BPW, not yet completed. (see handout)

Dick Shared his survey of BPW's and found Towns varied, some do, some don't..not much differences in effectiveness.

Phil stated we have yet to determine who should report/be responsible to.

Bernie recommended that questions be posed at the TA round table as to what boards report to under the control of a TA.

Dick felt it didn't make a difference whether BPW was elected or appointed.

Siobhan agreed to continue to contact Towns Lee, Hopkinton, and Norfolk.

Phil explained that Town Meeting warrant must be filed by January 23, 2014. Phil recommended "a place holder" for our Articles – TA, BPW, IT.

Discussion – are we prepared to make recommendations relative to BOH, Planning, etc. Do we have enough time by May TM?

Board voted to place "place holders" for Town Meeting. (TA, BPW , IT, Capitol Planning Committee)

Discuss Town Administrator duties draft with additions, discuss next steps:

Dick questioned responsibilities vs. essential function/duties.

Discussion ensued relative to date to meet with Town Administrator roundtable. Phil to follow thru with contacts as to time to meet. Currently scheduled for 2/6/14 which has been scheduled, wait for more information.

The Town Administrator roundtable discussion is to review our proposed TA job description.

Everyone is to send further questions/changes re: Town Administrator job description to Phil.

Examine pub policy degree vs. Public Administration requirements.

Board voted to adjourn at 7:45 p.m.

Respectively submitted,

Patricia A. Pacella
Recording Secretary

Bernie Roderick