

TOWN GOVERNMENT STUDY COMMITTEE

Thursday, February 13, 2014 – Minutes

Meeting called to order by the Chairperson at 6:01 p.m. & read the recording disclaimer.

Present: Chairperson: Phil Washko, Vice Chair: Bernie Roderick, Dick Douglass, Linda Meredith, Pattie Pacella, and G. Steve Riley.

Absent: Siobhan Henebury

AGENDA:

Review/approve minutes: January 30, 2014

Dick Douglass amended the minutes to include that he was present.

With that amendment, Linda Meredith made a motion to approve the minutes and was seconded by Phil Washko. The motion passed unanimously.

Opening Public Comment:

No one present.

Review action items from last meeting:

The Committee reviewed action items from last meeting.

Dick Douglass reported that a gentleman from the Colin Center would be available to come and meet with TGSC February 27th.

Steve Riley said he would be in contact with Vinnie Furtado for a follow-up conversation and check his availability.

Review Town Employee Survey final draft, discuss distribution:

Jeff Osuch had recommended the employee surveys be distributed with the pay stubs.

ACTION ITEM #1: Phil to do an email blast to all department heads to advise of employee survey.

The Committee agreed that the surveys should be returned by March 1st. Phil to make any changes and send them out.

Review discuss recently completed and outstanding interviews:

Phil, Bernie & Dick met with Jeff Osuch and went over his information to the Board.

Bernie passed out MPA information from Suffolk.

Discuss Town Administrator Job Description, next steps:

The Committee reviewed the qualifications for a Town Administrator. There was also a review if the TA should know laws, by-laws. Should there be a Town Administrator Assistant, or Executive Secretary. Discussion ensued whether person should have financial skills and business management skills.

Pattie Pacella left the meeting at 6:27 p.m.; Linda Meredith took over the minutes.

Continued review to allow Town Administrator to reorganize, create, abolish agencies with veto of Board of Selectman.

To fix compensation of appointees of Town of Administrator (Phil to add this as a question to round Table)

Manage procurement system-how things ordered, bid to set and enforce related policies.

Be liaison to media, Towns, agencies

Able to delegate duties to someone.

Pattie Pacella returned to the meeting at 6:54 pm and resumed minute taking.

More discussion on firing for just cause vs. Employee at Will; and discussion on a contract term vs. not.

Defer to round table discussion for if contract expired and not going to renew, how that would be handled.

Discuss Town Meeting article creation:

Phil Washko advised everyone that the articles are due February 28th.

Phil will do some research on getting a little more time.

Bernie strongly recommend sending it out to Town Meeting members prior to the Town Meeting.

Dick suggested changing the words 'serve as' to 'manage'. Discussion.

Review TA Roundtable ?'s:

February 19th at 6:30, roundtable will commence at 7:00 p.m.

Phil advised everyone to review the questions.

Discuss meeting with the Collins Center representative:

Dick advised everyone that the Collins Center representative would be present on February 27th. He encouraged members to google 'Collin Center Umass' for more information.

Discuss BPW options, next steps:

There was discussion around who Vinnie would report to if there was a TA. Would BPW stand, and who would be held accountable.

Phil explained pyramid factor of accountability to one person.

Should the TA have an engineer background.

Bernie to confirm with Bill Strauss office if BOH and PB had to be elected boards.

Linda doesn't think both the TA & dismantling of BPW will be approved at Town meeting.

Dick asked if Vinnie could report to the TA, but everything else stay the same.

Steve thought it might be a conflict.

Pattie suggested they take the TA to May Town Meeting with an outline of what the Committee is thinking about for the next six months to a year, which would be the BPW advisory committee. She didn't feel there was enough time to get Town Meetings on board with both.

Dick explained the Matrix Management.

Discussion ensued. Everyone agreed this would be a great opportunity with the TA Roundtable, as well as Vinnie, the Survey, and the Acushnet Town Manger.

ACTION ITEM #2: Phil to reach out to Acushnet Town Manager, Allan Coutinho to come and speak with us, especially where they have dismantled BPW recently.

Closing Public Comment:

None.

In closing, Phil Washko informed the public that due to time constraints, Andy Jones had to resign and that the Committee is seeking 3 new members. One voting member, and two alternates..

Bernie made a motion to adjourn and was seconded by Linda Meredith. The motion passed unanimously.

Meeting adjourned at 8:06 p.m.

Next meeting is February 19th for the Round Table Discussion, meeting is at 6:30 p.m., with Roundtable at 7p.m.

Followed by February 20th, regularly scheduled meeting.

Respectively submitted,

Patricia A Pacella
Recording Secretary