

Memorial Town Hall, 1 Library Street, Georgetown, MA 01833

Ph. (978) 352-5755 Fax (978) 352-5727

BOARD OF SELECTMEN MEETING MINUTES

Memorial Town Hall

4/22/13

7:00 PM – General Meeting

3rd Floor Meeting Room

Selectmen Present: C. David Surface, Chairman; Gary Fowler; Stephen Smith;
Stuart M. Egenberg, Clerk

Others Present: Michael Farrell, Town Administrator; Janet Pantano,
Administrative Assistant

Absent: Philip Trapani

Pledge of Allegiance

Moment of silence for the Boston Marathon bombing victims

Warrant & Minutes

Warrant to be signed

Board Business

Police Chief Interviews

Mr. Surface explained the process for tonight with an introduction from the applicant, questions by the board of the applicant, and applicant questions for the Board of Selectmen

7:05PM-Police Chief Interview #1

○ **Lt. David F. Thomson**

Lt. Thomson gave his background information and how he came to be a Georgetown Police officer. He stated that he was acting Chief when Chief Mulligan was hired and introduced him to the department.

Board questions:

What are issues facing department-Lt. Thomson stated that he has 32 years with the department, has been a dedicated employee of the department, one issue he sees is an overuse of reserves and that this is a hole in our boat, the other is the accruing of comp time and that there is no limit and that this causes issues with scheduling. He stated that honesty is a single important trait for a Chief. He stated that he believes in a strong chain of command. He stated that he works for the Selectmen and then reports to the Town Administrator. He stated that he has no hidden agenda and the more transparent the fewer problems. He stated that in transition you have to let the staff know that you are the boss and be able to work with the unions. He stated that we have a great agency and he works well with the staff. He stated that the staff is seasoned veterans and he works

internally with staff. He stated that team building is important and you need to put smart people on your team.

The person he most admires- He stated that he admires his father as his mom died young and his dad brought him up. He stated that his father was in the service and did not talk about his service but came out and worked hard and expected that of him.

Areas he would work on-He stated that he would work on scheduling, and he sees a lot of retirees 9 in the upcoming years and will have to plan accordingly for this. He stated that they have a lot of unfunded mandates from the State. He stated that they have a lot of part time staff and usually hire from within to fill open positions. He stated that they can not always hire from reserves as the reserves have full time positions outside of town.

Most difficult experience-He stated that the most difficult experience is telling a parent that a child has died and this is very difficult.

Asked what 3 top challenges to chiefs-He stated unfunded mandates; state is not so much pro police, getting good recruits especially without Quinn Bill. Biggest weakness he stated is at home he likes his privacy he stated that he has been on call for the last 17 years. When home he is a private person. He stated strength is that he is honest and upfront and you get what you get.

Asked his view on technology now and future-He stated that the new technology is great and that you should assume you are on camera when you leave your home. He stated that we can see how it was used in Boston this week and how quickly a suspect was found. He stated that he only sees this getting better. For a good police department you can not work alone. He stated that he has been on a safety committee with the schools, highway and through these collaborative committees things work and get done.

Board stated that Chief Mulligan has stated that they are down an officer and does he see this as an issue and how will he address. He stated that when he started on the force there were 5700-6000 residents and now 8000-9000 and agrees that we need an additional officer. He stated that they do well with what we have and that there is not a lot of a fat in the department.

Asked what he sees as the most important qualities of a Chief-He stated that no record/history with the law, no credit issues, and the education and ability to work with the residents.

Asked about Community Policing-He stated that Community Policing is important and that he likes the schools liaison position and wishes it was a full time position. He stated that this officer builds friendships with students and they hold classes with students on licenses and hold mock accidents. He stated that taking care of small problems sometimes helps so you don't have larger problems.

Asked about promotion of the department-He stated that in the past he had worked on a program on civilian policing and with this they held classes, would continue open houses as this helps to make them real to the public.

Board stated that the current chief is good at publishing what they do arrests, awards, etc is this a priority-He stated that he would continue this policy and recognize and give accolades in public to officers and issues/reprimands would be handled in private. He stated that you have to remember that this staff is working when the rest of us are sleeping the department is 24/7.

How would he split his time with staff and residents-He stated that you have to make sure your personnel are working together but the Chief is Chief of the community and works

for the public. He stated that residents move here for the small town, schools, and area. He stated he would split his time 60-40 for staff to residents.

Asked about management to leadership-He stated that leadership is to let people know you are in charge and management is the paperwork side. He stated that there are big shoes to fill! In leadership role you have to be a good listener. He stated that he will continue with the command staff round table meetings.

In some town's contention between Fire and Police departments and if he sees any pitfalls here-He stated that the relationship here is good and he would nip it in the bud if he saw a problem. He stated that the Town Hall relationship is a good one. He stated that he attends department head meetings and has a good rapport with town hall and does not see a problem.

Will he have a different way of management from what is done now-He stated that it was a big change from patrolman to sergeant and this is a big change now to a leader/boss. How he plans to get full time positions of a School Liaison officer and a full time officer-He stated work on guidelines and would have to appropriate funds and go to the town's people and ask for increase from the residents. He stated that the town has grown and they have not increased staff and they need to keep up. He stated for now they need to keep budgeting and ideally look down the road for the future and as Chief have to watch that budget and the increase staff is a wish list. He stated that he had a role in the budget process as Acting Chief and was in charge of the budget then, but now that is not one of his duties.

Any equipment or training gaps in the department-He stated that he does not see any gaps in these areas. Asked about staff reviews-He stated that the Command staff does reviews of their staff. How will he keep track of staff-He stated that as Chief have to visit all shifts come in at different times to meet with all including weekends and nights. He stated that as Chief you are like a father to staff and they look at you that way.

Availability to public-He stated that he would always be available to the public would have it no other way.

Board asked if there was a question that they did they not ask that he did not answer-He stated that they did not ask why he never left Georgetown and he stated that he grew up here.

Board asked his three biggest goals to accomplish: Community policing, more time with seniors and children, increase staff, deal with reserve officers staffing.

Asked about bicycle traffic-he stated that this is tough as the roads are narrow in town and a bike path would be helpful.

He stated that he considers himself most fortunate and has been here for 32 years. He stated that the Georgetown community has been great, he feels a part of the community, and wants to continue and to end his career as Chief here.

Board thanked him for coming in.

5-Minute Recess

Mr. Surface stated that they will interview the second candidate will ask for an opening statement and then ask questions as done for the first candidate.

8:05PM-Police Chief Interview #2

o **Lt. Donald C. Cudmore**

Lt. Cudmore stated that he is a resident of Georgetown, Baldpate Rd, with his wife Ruthann of 25 years who works at the Schools and his 2 children. He stated that he has lived in the town for 43 years. He stated that he was been with the department for 28 years. He described his education and other positions he held before working for Georgetown. He stated that there is two second in commands in Georgetown the two Lieutenants. He stated that he does respond to calls when needed to and he has been drafting the Police budget since 2006 and presents to this board and FinCom. He stated that he works on Grants and obtained the grant for the School Resource Officer and was proud of receiving that grant. He stated that he does selection and recruitment of new staff and developed the hiring policy. He stated that health and wellness is an area they are working on. He stated that he was in charge of the accreditation process and worked to get the department accredited and did this in short time. He stated that he is responsible for the Public Safety building and has worked to bring the building up to date. He stated that he is also on the CIP committee, attended the FBI Academy at Quantico and excelled there. He stated that he works side by side with the Chief and the staff. He stated that the staff is our greatest asset. He stated that he is the Commander of the Honor Guard and is responsible for their fleet. He stated he obtained a grant to streamline fleet repairs for town vehicles.

Board questions:

Why do you want to be Chief-He stated that he has been on the force for 28 years and been in all positions and his path was to be Chief and has worked to get there. He stated that he is self motivated and had to be to accomplish the accreditation, had to be a leader. Transition with staff-He stated that he already drafts the budget and the chief counsels and transition to this position is none. He stated that he would keep staff as is and likes to be busy and a Chief is busy. He stated that he will hold all interviews and command staff will work with him on hiring. He stated that he would not fill the Lieutenant position that he has held as Administrative Lieutenant. He stated that he would fill the open position with a patrol officer.

How would he handle staffing-He explained how he would fill the Lieutenant position with his moving up. He stated some items that he has worked on are done such as accreditation and they just have to manage this now. He stated the Selectmen put someone in the academy already and he will graduate in July and they will have someone ready to fill the open position.

Three top challenges that he would face-He stated unfunded mandates and training have come to the local agencies; the loss of the Quinn bill is a challenge with the change of pay of older officers who are under Quinn; and the change of traditional roles of officers with new marijuana laws and assault weapons, etc.

How does he see management changing if he was Chief-he stated that he would not change style, lead by example and he stated that he can perform all positions in the department and staff respects this. He stated he is a police officer first then qualities and rank and responsibilities and believes the staff respect him.

How dose he track growth of staff-He stated that he formed the performance review policy that they use now and will continue to use this policy. He stated that he will work

to motivate staff for projects and you have to find their niche and when something sparks in them to be there and find the passion in these people. He stated that they are a small agency and there is not a lot of room for growth but a lot of opportunities.

Top issues-He stated that they are a community department and he would like to be more involved in the State of the Town process; he would do quarterly reviews with the Selectmen, and he stated that he would like to work on quality of life issues with residents. He stated that he has been working on the Solicitation bylaw and would like to work on a noise bylaw as they have a lot of issues with noise.

Team building-He stated that he is a team builder and loves working at the department and they have the best department in the country. He stated that he works on Standards Committee for Accreditation and goes to other departments and with what he sees we do a good job here. He stated that as a result of the command staff we have we are in a good place. He stated that the change in command staff with one Lieutenant will be a good change and he would use a platoon style with the reserves.

What is a single most important characteristic of an effective Chief-He stated for him it is living in the community and being available to residents. He stated that he is a coach in town and everyone knows who he is and where he lives, his phone number is in the book. Board stated that the current chief is good at publishing what they do arrests, awards, etc is this a priority-He stated that this is a priority and he would keep the same and has been a part of this process of accolades.

He stated that he would like to work with departments to combine services and supplies.

Relationship with Town Administrator and Fire Dept-He stated that he works daily with the Town Administrator and could not work without communicating with the TA on hiring as he is the personnel director, and assists with budgeting. He stated that the TA supports the department and asks what he can do to work better with him. Fire Department-He stated that they are like roommates and he has taken over the lead on building maintenance and has sat with the Fire Chief and they each handle certain areas of the building.

Communications, Police, and Fire Technology-He stated that in 2008 he spearheaded the IMC software upgrade and this technology has made us able to keep up. He stated that the new GIS mapping has a Police component which they will be working on. He stated that the sharing of information is a way of the future and they are a Hub with their IMC program which will put them ahead of other towns.

Most difficult experience-He stated was informing a family of the death of a child or family member. He stated that you learn that you will have to do again but does not like it but will do it again and it wears heavy on him.

Asked if there is a grant opportunity but you can not get to it what will you do- He stated that he will work with the other Lieutenant and has worked with Officer DeFeo on a grant. He stated that he will give the opportunity to officers who may have an interest as Chief Mulligan did with him. He stated that he will delegate.

What is a weakness-He stated that a weakness is that he pays too much time on details and may loose site of the big picture. He stated that he is learning to take a step back and look at the big picture. He stated that his focus is what drives him to succeed. He stated that his strength is that he can be a leader. He stated that he was on the School Committee and believes he is a leader.

Mr. Surface stated that Lt. Thomson stated that there may be 9 Officers retiring in the next 6 years and how will you plan for this. He stated that the hiring and succession would stay the same and they have a health and fitness plan. He stated that the reserves will be the department in the future. He stated that officers like working here and stay and they have a good staff and it may come that they will have to hire someone already trained. He stated that we already hired someone to fill a position for July 1st and will do this again.

Asked if he sees any equipment or training gaps in the department-He stated that he does not see any and there training is all up to date.

Asked the person he most admires-He stated that he most admired his mother she died at 42 and was the one who moved them to Georgetown and she loved Georgetown, she was an advocate of Schools, and a hard worker. He stated that he maintains a scholarship in her name at the School.

Board asked if there was a question that they did they not ask that he did not answer –He stated that they did not asked if something has to be fixed in their agency.

Lt. Cudmore thanked the board for the interview and stated that he has been on the department for 28 years, he lives in town, serves as volunteer in town, and has donated thousands of hours to the town and department. He stated that everything he has done is for this moment and this position and has administered this dept since 2006. He stated that he is an innovator and ready to be our chief if given the chance.

Board thanked him for coming in.

Appointments & Approvals

NPDES PII Small MS4 General Permit Annual Permit for approval

Howard Snyder, Town Planner was present and stated that the report is all set. He stated that he was waiting for a final department report and that report is included.

Mr. Smith moved to approve and authorize the Chair to sign the NPDES PII Small MS4 General Permit Annual Permit. Mr. Egenberg seconded the motion.

Mr. Fowler asked if the town is up to date on this report and will not receive any late notices. Mr. Snyder stated that the report will be on time.

The motion was approved by a unanimous vote.

Request from the Planning Board to approve the layout of Abbey Road and Cedar Lane

Mr. Snyder stated that both roads are set and ready to be approved at town meeting. He stated that the roads are being acquired by fee.

Mr. Smith moved to approve the “Order of Layout” for Cedar Lane. Mr. Egenberg seconded the motion.

Mr. Smith moved to approve the “Order of Layout” for Abbey Road. Mr. Egenberg seconded the motion.

The motions were approved by a unanimous vote.

Selectmen's Report

Pond Street Fence

Mr. Surface stated that he has reached out to Jack Moultrie the previous Highway Surveyor and is waiting to hear back from him on the history of the fence. He stated that he is also setting up a site visit with Peter Durkee, Highway Surveyor to view the fence. He stated that he will let members know when the meeting is set up and the fence will be discussed at their next meeting on April 29th.

Town Administrator's Report

Budget & ATM update

Mr. Farrell stated that the draft motions are completed and have been sent to legal counsel. He stated that we are waiting for the FinCom letter to finish the books for Town Meeting and once done will be available to the public.

Mr. Surface reminded residents that the Library Wine-Tasting will be held this coming Saturday, April 27, 2013.

Mr. Egenberg reminded residents that the State Primary and Local Elections will be held on Tuesday, April 30th and that Town Meeting is Monday, May 6th.

Mr. Smith moved to adjourn. Mr. Egenberg seconded the motion and the motion was approved by a unanimous vote.

Meeting adjourned at 9:08PM

Minutes transcribed by J. Pantano.

Next Meeting

Monday, April 29, 2013 at 7:00PM, 3rd Floor Meeting Room, Town Hall

Monday, May 6, 2013 at 6:00PM, Middle/High School, 11 Winter St, 1st Floor meeting room

ATM, Monday, May 6, 2013 at 7:00PM, Middle/High School, Auditorium