

**TOWN OF GREAT BARRINGTON  
SELECTMEN'S STRATEGIC PLANNING MEETING  
MINUTES  
MONDAY, JUNE 2, 2014  
6:00 P.M. – PUBLIC SESSION – TOWN HALL**

**PRESENT:** ED ABRAHAMS  
DAN BAILLY  
STEPHEN BANNON  
DEB PHILLIPS  
SEAN STANTON  
JENNIFER TABAKIN, TOWN MANAGER

**I. Call To Order:**

Deb Phillips called the meeting to order at 6:03 P.M.

**II. Regional School District Agreement**

Jennifer Tabakin said that she has researched other town's regional agreements and discovered that they use consultant services when amending their agreement. The consultant then becomes the 'middle person' or facilitator. Jennifer recommends this option.

She said that Mass. Regional School Association has a lot of this information on their webpage.

Any amendment would have to be approved by all 3 towns and then be approved by the Mass. Commissioner of Education.

Deb Phillips said that the Selectboard may want to pursue the larger process, but may also want to talk to other towns about a short term agreement that can be made about specific issues.

Deb Phillips said that she will contact the Chair of the West Stockbridge and Stockbridge Boards to discuss the distribution of cost for the renovation project.

Steve Bannon agreed that a consultant may be necessary since there is a lot of law surrounding the reimbursement topic.

Deb Phillips said an agreement from the other towns is needed in order to hire a consultant. She would like the conversation to happen within 2 weeks. If a consultant is hired in the next few months, a new agreement can be put together by the next budget season.

Jennifer Tabakin suggested inviting a representative from the Mass. Regional School Association to come to a meeting.

**III. Review Schedule for Implementation of New Initiatives Approved in FY'15 Budget**

Jennifer Tabakin gave a status report regarding new initiatives.

1. Human Resources - Fire Fighter Recruitment, Retention and Training
  - Library Organization changes – new Director
  - Personnel manual; currently in draft form

Steve Bannon suggested using an intern to aid in compiling information for the personnel manual.

Deb Phillips suggested using someone on the senior abatement program to work on this.

- Electronic permitting system for the building department- information has been gathered and a date will be determined to do training on this. There will be a presentation on this in the future.

- Senior Center – ways to collaborate with other organizations in town to provide access to additional resources; social work, health care, other services. Jennifer asked for a point-person on this to encourage this type of relationship. Ed Abrahams said that he will be the point person.

- Coordination between committees – there are monthly meetings with the chair of each committee where there is information sharing. Sean Stanton said that he will continue participating in this and Deb Phillips will be the 'back-up.'

- Recruit additional leaders on committees

There was discussion about vacancies on committees.

Deb Phillips suggested that when a person's committee term is completed there should be a process to appoint a person to serve; not just re-appoint the same person.

Steve Bannon asked that the attendance of the committee member be looked at before re-appointing to the same position.

Sean Stanton suggested advertising every time there is a re-appointment to help recruit new participants. He suggested that this go into the Selectboards policy and procedures. (Including the Selectboard appointed positions only)

All agreed to advertise when there is an expired term.

All agree that policy and procedures should go onto a Selectboard agenda.

- Communication: E-mail list
- Improvement to town website

Sean Stanton said that the website should be upgraded, but does not need anything new.

Steve Bannon suggested putting a bullet point under Town Manager Report called "New Initiatives" to talk about at each meeting, if time allows.

#### **IV. Project Updates and Discussion**

Jennifer Tabakin presented a project schedule as presented in the past.

Housatonic School – Jennifer suggested issuing an RFP for sale or long term lease and recommended a process for a broader scope to invite more people to answer. The next step would be to appoint a selection committee to make a recommendation to the Selectboard.

All agree that this should be a top priority.

Jennifer will review the scope of the RFP with the Selectboard and recommends a stronger marketing plan.

Steve Bannon asked that the interior of the building be cleaned up.

Community Forums- Jennifer Tabakin recommended a series of forums focused on particular topics.

There was discussion about what the topics should be and if the forums would be attended.

Jennifer Tabakin suggested prioritizing what problems can be solved and coming up with ways to resolve them.

Deb Phillips proposed not to do a forum in June. She suggested that the Selectboard think of ways to promote citizen speak time and see if it makes a difference.

Fairgrounds – Deb Phillips said that there have been e-mails asking the Selectboard to support the Fairgrounds. Deb asked what 'support' would mean.

Sean Stanton responded that the Selectboard did a vote on a resolution to support the Fairgrounds in the past. The next step in support would be to create a formal agreement specifying what the Selectboard wants in exchange for their support.

Steve Bannon responded that we can be business friendly, but can't be advisors.

Jennifer Tabakin replied that we are doing as much as we would for any project. Jennifer has done research on other areas considered 'fairgrounds.' She will put information together to present to the Selectboard.

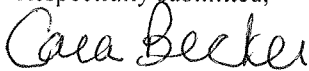
#### **V. Policy Issues to Address in FY 15 – will discuss at the next meeting.**

#### **VI. Adjournment:**

All agree to meet on June 17<sup>th</sup> at 6:00 to continue this meeting.

On a motion by Sean Stanton, seconded by Steve Bannon, the Board adjourned its meeting at 8:00 p.m.

Respectfully submitted,



Cara Becker  
Recording Secretary