



**Board of Selectmen  
Minutes  
Tuesday, March 5, 2013 at 7:00PM  
Town Hall Meeting Room**

The meeting was called to order at 7:00PM by Chair, Lucy Wallace in the Town Hall Meeting Room. Selectmen Marie Sobalvarro, Ron Ricci and Bill Johnson were all in attendance as well as the Town Administrator Tim Bragan and Executive Assistant Julie Doucet. Tim Clark entered the meeting at 7:06PM.

**TOWN ADMINISTRATOR REPORT**

Bragan presented the board with a Chapter 90 project request from DPW Director Rich Nota. On a Johnson/Sobalvarro motion, the board voted unanimously to accept the Chapter 90 project request for work on Ayer Road from Depot Road to Route 2. Bragan said the work is expected to begin in the spring.

Bragan informed the board of a petition received from residents on Park Lane. They are concerned about a vacant property on their street. He said the property is owned by a bank and they are responsible for securing the property. Bragan will discuss this further with the Board of Health and send a letter to the lender.

**SEPTIC – OLD LIBRARY**

Bragan asked the board for their preference on where they would like the septic tank to be located. He needs this information to solicit estimates. The BOS members agreed the best location is where the septic tank is now and they also agreed the oil tank needs to be removed.

**FINANCE COMMITTEE BOOK**

Bragan distributed a rough draft of the book. He explained the financial calculator and the capital plan are not included as they are still being worked on. The board took some time to review the book and asked a few questions.

**TOWN HALL ZBA APPLICATION**

Tim Bragan confirmed the additional information requested by the ZBA is being prepared by Town Counsel and will be submitted to the ZBA by tomorrow as requested.

**BOARD OF SELECTMEN - Policies & Procedures**

Tim Clark began the discussion with his questions about the board's conduct related to assignments with committees/boards and the public. He said the board does not seem to be functional in communicating on specific projects and he expressed his frustration with the difficulty the board has in honoring votes taken at ATM. He said it is the responsibility of the board to move these initiatives on. He gave the town hall project as an example. Lucy Wallace wondered if the removal of the Selectmen reports from the agendas may have added to the communication problems. She admitted this does provide a specific time during the BOS meetings to encourage board members to give updates. She agreed the board members have stopped listening to one another and do talk over one another. Which she said may be

related to her control over the meetings as Chairman. Marie Sobalvarro suggested maybe having a checks and balances approach. She said it could be an on going process which compels the board to be more diligent. Bill Johnson believes the different perspectives among Board members are far less on the “what should be done”, and far more on the “how should it be done”. And debating different approaches to the “how” is a good thing, to find the lowest cost/lowest risk approach to achieving the “what”. The problem we often have is that some Board members mistakenly perceive the pushback on the “how” as showing non-support for the previously committed “what”. Johnson used the debate over when to sign the Town Hall design contracts as an example of this – the push to wait until the variance issues were resolved was NOT a pushback on the project itself Sobalvarro agreed on the Planner article that it is obvious the “how” was the problem. Ron Ricci said it is the right and obligation of each board member to speak their mind by sharing their opinion. Wallace questioned when a particular issue warrants the board taking a united position. Clark added the board can always decide to not take a position at all. Wallace ended the discussion stating as executive leaders of the town we should work harder on trying to show value in all opinions. The board members agreed to review their entire policies and procedures during the annual strategic planning session and brainstorm some ideas on how to function more effectively.

### **ELECTION WARRANT**

On a Clark/Sobalvarro motion, the board voted unanimously to call the annual town election on April 30, 2013 7:00am to 8:00pm for voters to cast votes for positions listed.

### **ANNUAL EVENTS**

On Clark/Ricci motion, the board voted unanimously to approve the Jessie Day 5K to be held on Saturday, May 11<sup>th</sup>.

On a Ricci/Clark motion, the board voted unanimously to approve the Bicycles Battling Cancer to be held on June 9<sup>th</sup>.

On a Clark/Ricci motion, the board voted unanimously to approve the Alzheimer’s Association annual Ride to End Alzheimer’s on Saturday, July 13<sup>th</sup>.

### **CEDS PROGRAM - Comprehensive Economic Development Strategy**

Tim Clark provided his input on the drafts provided at the last meeting and he offered to help. It was decided the Economic Development Committee will take the lead on this and work with MRPC to populate a list of other possible projects.

The board adjourned the meeting at 8:20pm.

Documents referenced:

**FINANCE COMMITTEE BOOK** – draft dated 3.5.2013

**ELECTION WARRANT** – dated 3.5.2013

**ANNUAL EVENTS**

Jessie 5K – email dated 2.6.2013

Bicycles Battling Cancer – request dated 2.18.2013

Alzheimer Association – letter dated 1.18.2013