

MINUTES OF THE SELECTMEN'S WORKSHOP
SEPTEMBER 10 2007

Present: Selectmen Glenn Trindade, John Foresto, Dennis Crowley and Andrew Espinosa, Town Administrator, Suzanne Kennedy and Administrative Services Assistant, Celeste Hanson were present. Selectman Richard Dunne joined the meeting at 8:15 p.m.

7:07 p.m. – Chairman Trindade called the workshop session to order in Sanford Hall of Town Hall. All stood for the Pledge of Allegiance.

Chairman Trindade explained the Board meeting is not a regular meeting of the Selectmen and that the session is a workshop for the Board to discussion purposes. Chairman Trindade stated that the selectmen would be discussing two proposed policies (Fraud Policy and Reserve Policy) drafted by the Town Administrator. Chairman Trindade announced that the location of the Selectmen Workshop scheduled for Friday, September 14, is undetermined and will confirm the new location by Wednesday. Chairman Trindade also reminded the Board members that they will be meeting with the Government Study Committee on Tuesday, September 11.

Approve and sign warrant:

- Selectman Foresto moved that the Board approve and sign warrant ten (10) for fiscal year '08 as read in the total amount of \$422,549.27; Selectman Espinosa seconded; All ayes 4-0-0 (voted).

The Board discussed the following matters:

Proposed Budget and Financial Management Policy:

- Administrator Kennedy indicated that she prepared a conservative budget and financial management policy for Selectmen review and further discussion. Administrator Kennedy stated that she discussed the drafted budget and financial management policy with the financial team and also received input from the Town's fiscal advisor. Administrator Kennedy also indicated that some items in the policy do not agree with the town charter recommendations which may require additional discussion with the Government Study Committee.
- Selectman Espinosa stated his opinion that some areas of the policy are very conservative and other areas of the policy are stronger, especially in the financial areas. Selectman Espinosa feels that the policy should include strategic financial plan and budget impact scenarios.
- The parties entered into a discussion. Chairman Trindade brought Selectman Dunne up to speed with the status of the discussion. It was agreed that the Town Administrator would make the changes to the policy as discussed/proposed for further discussion at Friday's workshop (9/14/2007).

MINUTES OF THE SELECTMEN'S WORKSHOP
SEPTEMBER 10 2007

Proposed Fraud Policy:

- Administrator Kennedy indicated that she drafted a new anti-fraud policy and response program for Selectmen review.
- Selectman Espinosa stated his opinion that the Board of Selectmen should be notified upon conclusion of any investigation rather than just the Chairman of the Board.
- Chairman Trindade stated that legal counsel should be consulted on the issue.
- Administrator Kennedy indicated that she will get a clarification from Town Counsel and report back to the Selectmen as warranted.

8:40 p.m. There being no other workshop business to discuss; Selectman Foresto moved that the workshop session meeting be adjourned; Selectman Dunne seconded; All ayes 5-0-0 (voted).

Respectfully submitted,

Celeste Hanson
Administrative Services Assistant
NOTE: APPROVED BY BOS ON