

**TOWN OF MILLBURY
BOARD OF SELECTMEN MINUTES-WORKSHOP MEETING
MUNICIPAL OFFICE BUILDING- SELECTMEN'S MEETING ROOM**

October 29, 2013

7:00 p.m.

Present: Board of Selectmen: E. Bernard Plante; Selectman Kingcis B. King; Selectman Ashmankas M. Ashmankas; Sandra J. Cristo; Mary Krumsiek; Town Manager, Mr. Spain Spain, Tom Reilly

Selectman King asked everyone to give their three goals including the manager. He said that a goal and objective is about the same thing; we all will set the goal and the manager plans to achieve the objective. We want to work together.

Selectman Krumsiek:

Provide programs that support staff moral and enhance the highest level of customer service.

Allow the selectmen the opportunity to provide feedback on policy initiatives or changes before implementation.

Work with chief of police, superintendent and town staff to insure safety and security in town and school facilities.

Selectman Cristo:

To revise the evaluation form for all management employees to ensure that managers are held accountable for their annual goals, objectives and performance with the general public.

One major goal to be reached immediately is to be more proactive instead of reactive to the Board of Selectmen on the day to day issues happening in town.

Need for development of a specific vision and stagey plan for economic development.

Selectman Ashmankas:

The free cash policy has been fully implemented with all free cash to be used for stabilization, capital improvement and road repair (the latter being at least 20%).

The funds and support has been provided to allow the police chief to implement his vision and this year's installment of the five year plan for the department.

Businesses, entrepreneurs and other opportunities for economic development have been proactively sought out and the benefits of locating in Millbury have been made clear to them.

Selectman King:

The manager working with the town planner or a committee to rejuvenate the center of town and attract businesses to the center.

The manager working with the police chief, superintendent to put in place a resource officer.

Working with the DPW director and coming up with potential sites for cemeteries.
(He would be looking for something to be in motion-not completed this year.)

Chairman Plante:

A committee made up of the manager, planner, DPW director, school department, fire department and police department to make sure we are applying for every grant possible.

Manager and planner to come up with a plan to attract as much commercial business to the town as possible.

Because of the tight budget he would like a quarterly expenditure report of all departments given to the selectmen.

Chairman Plante said that he sees many communities getting Homeland Security grants and big grants and he wants to make sure that we are trying for them. Selectman King thinks that we have been getting more grants in the last five years or so.

Mr. Spain explained that many departments work very hard at obtaining grants and the school works on getting grants; the schools and the town are now working better together as a team. The PARC grant that we received for Woolie World was a long shot because of our demographics.

Selectman King wondered if the school would want to work with us.

Town Manager Spain:

Present a balance budget by the May 2014 town meeting.

Issue an updated employee handbook by February 28, 2014.

Review all policies and recommended updates to the Board by June 30, 2014.

Mr. Spain: regarding Mary's 1st question we are doing a customer service training through our EAP on November 7th for all departments. He believes that customer services is every important. We try to correct issues when found. The staff does help out citizens every day.
Selectman

Ashmankas asked if this is something we already do well enough or if this is a goal to be achieved. Mr. Spain said we are doing it but of course can get better. Mr. Spain encourages all department heads to attend seminars and training.

Selectman Ashmankas asked how many goals we are whittling down to. Selectman King suggested going through each with the manager tonight and then take them home and rate them in order for the next meeting. Chairman Plante said that they want to put together goals that are achievable.

Mr. Spain explained the development that is going on in town. Selectman Krumsiek said that the issues downtown are code issues, high rent and parking, it is tough to get in those buildings. Mr. Spain said that a lot of the tenants have moved into Felters Mill because it is new, low rent and beautiful. We have a good working relationship with the Chamber of Commerce. Our building inspector and town planner works very well with businesses coming in including after hours and doing what they have to do to help them. We have had much success with the Mall, Felters, Latti Farm and Tractor Supply, just to name a few. Selectman King said that fixing the little common will help to make things look a lot better. A&D and the Elm look great.

Selectman King thought the number one goal should be the school resource officer. Tom Reilly said that people are surprised that the Chief has not implemented a safety plan faster. The teachers are concerned that there has been no presence in the school this year or any plans put together. Selectman King suggested having one of the Sergeants having an office at the school instead of in the police department at least for now. Selectman King doesn't think the town should pay for the whole resource officer, he believes the school should pay half as agreed.

Selectman King asked for a summary of the goals from Mr. Spain.

Mr. Spain said that there were at least 3 or 4 economic development related questions, some of the stuff is already being done; he cannot achieve Selectman Ashmankas's goal regarding the police department because he has trouble supporting this because priorities have to come into play and right now he is not fiscally responsible. Selectman Ashmankas said that this board weeded through 30 men to find this chief and he wants to support the procedures that will allow the department to work well again and have a good administration. Mr. Spain said that this is a goal has no control over because the board decided to have a strong chief and not have the manager involved. Selectman Ashmankas agreed and would like the department moving better and support the chief in that manner; it is their responsibility to allow his plan to take place. Selectman King said that the bottom line is we need a resource officer. Mr. Spain said he has no problem trying to get this to work by talking to the chief and superintendent- but what if the officer doesn't happen?

Selectman King said we are trying to work together, if a word needs to be changed then let's change it. Sandy suggested the question having the manager work with the Chief and Superintendent regarding a school resource officer.

Selectman King suggested taking home the questions and determining which are best. Mr. Spain wants to know what they expect of him and for them to define what success to them is. He needs to know what the attainable goal is and what constitutes success for each goal?

Adjournment

Motion made by Selectman King to adjourn at 9:00 p.m., seconded by Selectman Cristo. Motion carried unanimously.

Respectfully submitted,

Tish Hayes, Secretary

E. Bernard Plante

Francis B. King

Brian M. Ashmankas

Sandy J. Cristo

Mary Krumsiek

The Board of Selectmen