



**TOWN OF UXBRIDGE
BOARD OF SELECTMEN'S MEETING MINUTES
LOWER TOWN HALL MEETING ROOM
21 S. MAIN STREET, UXBRIDGE, MA
MONDAY, JUNE 21, 2017 – 7:00PM
WEDNESDAY,**

**Received by
Uxbridge
Town Clerk**

Present: Chair and Clerk Justin Piccirillo, Selectmen Jim Hogan and Peter Baghdasarian. Also present: Town Manager David Genereux. Not present: Vice Chair Jeff Shaw and Selectwoman Jennifer Modica.

I. CALL TO ORDER

1. Announcements:

Mr. Piccirillo made a request for volunteers interested in serving on the Water and Sewer Committee:

The Water and Sewer Advisory Committee shall report to the Board of Selectmen and will collect and disseminate basic information for the public about the Water and Sewer system – what these systems are; how they operate; what the users pay for; etc. The Committee will subsequently be charged with helping the public and particularly, the Board of Selectmen, to understand opportunities for further development and to help consider future maintenance activities.

2. Citizen's Forum:

Mr. Demers asked if the Town Manager or the Board of Selectmen had seen a copy of the FY2017/18 paving plan. Mr. Piccirillo indicated that he had looked for it on the DPW website but had not seen it. Mr. Genereux reported that he would seek a response from the DPW director.

II. MEMBER ISSUES

Mr. Baghdasarian inquired as to the reasons why Mr. Piccirillo declined to move a citizen's petition to enact a Tipping Fee warrant article at the Special Town Meeting. While there was some debate on the matter, Mr. Piccirillo indicated that there were some details which needed to be ironed out to minimize legal liabilities to the town.

III. NEW BUSINESS

1. Discussion to determine and set FY18 Board of Selectmen goals and objectives:

A number discussion points were brought forward:

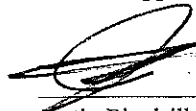
- Reducing the burden of the government on the people of the town through rework of zoning and general bylaws; repeal or redress of unfunded mandates (prevailing wages, for example).
- BOS needs to provide the TM with a well-defined set of goals
- Replace the SATM2017 budget cuts at FATM: TM to provide clear demonstration of leadership and transparency towards town affairs (Mr. Genereux requested more specification on how we might demonstrate these competencies).
- BOS should conduct review of itself and the Town by conducting a Strengths, Weakness, Threats and Opportunities analysis
- Warrant articles completed and submitted for FATM2017, SATM2018
- Zoning bylaw for FATM to deal with recent state legislation relating to marijuana legalization
- Review and submit rework to Zoning Bylaws
- Create a long-term financial model for town budgets by Jan 2018 (5, 10, 15 year)
- Take an inventory and make an analysis of the economic base in Uxbridge by Jan 2018
- Identify opportunities and strategies for fostering new business in Uxbridge – mid year check-in by Jan2018.
- Create a draft Economic Development Strategies plan by July 2018 (a business plan).

2. Discussion to determine and set FY18 Town Manager goals and objectives
 A number of ideas for goals and objectives were brought forward for the Town Manager:
- *Setting job descriptions, and goals and objectives with town employees*
 - *Delegating organizational activities to department heads where appropriate*
 - *Create an employee guidebook*
 - *Conducting semi-annual or annual reviews as a means of having better dialog with employees and staff*
 - *Conduct Market Research. TM to conduct outreach to residents, property owners and other stakeholders to ask: How can the TM do better as a manager? How can the Town do better? – Create a plan to address residents' concerns and submit to the BOS by FATM.*
 - *Appointment process: Develop clarity and transparency around appointment process. Create an online portal for appointment applications. BOS Chair to request volunteers who would be interested in helping to create such a portal. Need to update appointment database. TM to determine ways to limit liability relating to early terminations of appointments (possible contract and/or Charter amendment)*
 - *TM to work on update to Charter or Bylaws in relation to Zoning Board of Appeals for increasing membership to 5-member body. Need to implement education program to guide ZBA members on process.*
 - *TM to find and take classes relating to management, strategic planning and effective government*
 - *TM and BOS to investigate reinitiating Industrial Development or creating Economic Development Committee; taking an active role in filing for grants, coordinating efforts to foster new business in Uxbridge.*
3. Discussion relating to FY18 Budget amendments from Spring Annual Town Meeting 2017:
 The following points were discussed:
- *Cost of IT expenses and issues related to the upward trajectory of IT expenditures. Mr. Genereux offered to hold a meeting with the current IT provider (Doscoe Computer Services) and the Town Accountant (Mr. Cole) to provide additional clarity for the spend.*
 - *Issues relating to the formation of stipends as opposed to job descriptions and using negotiations for salaried work. Mr. Genereux to provide a job description for these functions.*
 - *Town Manager and BOS administrative staff – Mr. Piccirillo offered that he felt the financials on this position should remain the same to provide the Town Manager an impetus to work outside the confines of his office with greater regularity. Mr. Piccirillo offered to take on responsibilities from the administrative staff to help Mr. Genereux in the interim.*


IV. ADJOURNMENT

Chair Piccirillo asked for a motion to close the public hearing; so moved by Mr. Hogan – seconded by Mr. Baghdasarian. Motion carried 3-0.

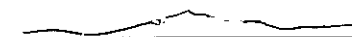
Minutes approved by the Board of Selectmen:



 Justin Piccirillo, Chair & Clerk



 Jim Hogan, Selectman



 Peter Baghdasarian, Selectman

Date 10 July 2017