

**BOARD OF SELECTMEN
SPECIAL SELECTMEN'S MEETING MINUTES
May 21, 2007**

CALL TO ORDER: Chm. Woods called the meeting to order at 7:07 p.m., noting that Sel. Kuros was expected to be a few minutes late. The following persons were present: Chair Julie Woods, Vice Chair Arthur DuBois, Clerk Dan Stack, Sel. Jim Dwyer, Town Manager Jill Myers and BOS Assistant Tracy Leavitt.

ANNOUNCEMENTS: Chm. Woods encouraged citizens to show support and come to the Memorial Day Parade.

Sel. Kuros arrived at 7:10 p.m.

PUBLIC HEARINGS/SCHEDULED APPOINTMENTS

Election/Poll Worker Appointments: Jennifer Cederberg, Jill Myers, Tracy Leavitt: The Town Manager informed the Board she was advised that she is unable to serve as a poll worker as she is appointed by the BOS which at least one member is elected each year. The Town Clerk informed the Board that the law pertaining to poll workers had recently changed and you know longer needed to be a town resident to serve. Both Jenn and Tracy would serve only if requested by the Town Clerk due to a shortage of workers.

MSDV by Sel. Stack, seconded by Sel. Dwyer, to appoint Jennifer Cederberg and Tracy Leavitt as poll workers. The motion passed unanimously.

ACTION ITEM: Notify the Town Clerk of these appointments.

OLD BUSINESS

Consider Policy to Release Executive Session Meeting Minutes; Draft Policy (Sel. Dwyer): Chm. Woods reviewed the policy provided by staff and that as provided by Sel. Dwyer. The Board agreed to have Sel. Dwyer update the draft policy which will be reviewed at the May 29, 2007, Board of Selectmen meeting.

ACTION ITEM: E-mail Sel. Dwyer the draft policy; add to agenda for 05/29/07

Town Manager Evaluation; Chairman Woods/Vice-Chairman DuBois: Chm. Woods briefed the Board on the evaluation process and document (i.e. "tool") as mutually agreed when the Town Manager was hired in February 2006. This was the first review. The rating scale for the various sections is as follows:

4	Excellent/Highly Commendable
3	Strong performance
2	Satisfactory/Acceptable
1	Needs Improvement
N/O	Not Observed

In the consensus document, the Chairman and Vice Chairman will write a summary narrative that highlights the commendations and recommendations.

Vice Chairman DuBois said that we had to use the tool its first time to really determine if it worked. He noted that it may need to be revamped and that should be a priority for next year. Sel. Kuros said

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his lack in response to the draft summary document was only due to the fact that he felt his key comments were reflected in the document. Sel. Stack questioned what the average is when using 1-4, usually the process is 1-5, 1=Poor, 5=Outstanding with 3 being the average. Chm. Woods said we should adopt a tool and process to be put in the BOS policy handbook so it stays consistent as there was a different process with the last Town Manager. Sel. Dwyer noted he was confused during this process after the discussion tonight and stated that he would abstain from the vote. Sel. DuBois mentioned that several items were left blank by members and stated the document needs to be agreed upon earlier in the game so that no-one is confused. Chm. Woods stated there was variation among the Board throughout this process. Sel. Dubois noted that the Town Manager was rated "satisfactory/acceptable -plus" and that the inconsistencies may be because of the tool or consensus of priorities. Ms. Myers stated a lot was accomplished in a short amount of time as noted in the listing of accomplishments for the past year – attributed to the BOS and Town staff, and that goals identified were done early in her tenure. She noted that is a good starting point in developing goals for FY08. Ms. Myers thanked the Board for conducting her review.

MSDV by Sel. DuBois, seconded by Sel. Stack, to support the summary document and release the public score. The motion passed 4-0-1. Sel. Dwyer abstained.

ACTION ITEM: Initiate discussion of goals at next meeting.

Other Items:

Sel. Dwyer reminded the Board that the Street Acceptances need to be completed and ready for the Fall Annual Town Meeting.

Sel. Dwyer stated he feels there will be insufficient parking for the June 13, 2007 Spring Annual Town Meeting continuation. Sel. Dwyer reminded the Board that the Whitin School 8th grade graduation is on the same evening. Sel. Dwyer referenced M.G.L. c39 § 10:

Whenever the Moderator determines that voters are being excluded from the Town Meeting because there is no room for them in the places provided or that voters in attendance are being deprived of the opportunity to participate therein for any reason whatsoever, he shall either, on his own motion recess the meeting for any period during the day of the meeting or, after consultation with the members of the Board of Selectmen then present, adjourn the same to another date, not later than fourteen days following the date of said meeting, when places and facilities sufficient to accommodate all voters attending and to enable them to participate therein shall be available.

Chm. Woods stated that the Town of Uxbridge has been in far worse circumstances. Chm. Woods said at this point her initial reaction is to disagree, she does not anticipate the numbers for this to be like we have seen in the past. Sel. DuBois agreed with Sel. Dwyer with the fact the Whitin 8th grade class is large and citizens of all ages may choose to attend Town Meeting. Sel. Stack said he is concerned with citizens being unable to vote because they attended the graduation. Sel. Stack does not feel citizens should have to choose between graduation and voting. Sel. Dwyer asked that possibly the Board send a request to the Moderator to utilize his authority to ask that only a few people attend Town Meeting and at that time they will adjourn, for there would be no quorum. Chm. Woods stated that if the Town Meeting was postponed into the summer, absentee ballots could not be done and most citizens of Uxbridge travel during the summer.

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MSDV by Chm. Woods , seconded by Sel Dwyer that we ask the Moderator to consult with the Town Manager, Board of Selectmen and Town Counsel to assess and to research whether, considering that the date conflicts of 8th grade graduation, there are other options for moving the continued Town Meeting to another date and time. The motion passed unanimously.¹

Ms. Myers mentioned if the meeting is postponed for the reason of expectancy layoff notices they should try to reconvene June 14, 2007.

CONSENT ITEMS

Meeting Minutes: May 8, 2007

MSDV by Sel. Dwyer, seconded by Sel. Stack, to approve the meeting minutes as submitted. The motion passed 4-0-0. Sel. DuBois stepped out of the meeting.

Meeting Minutes: April 28, 2007

MSDV by Sel. Kuros, seconded by Chm. Woods, to approve the meeting minutes as submitted. The motion passed 2-0-1. Sel. Dwyer did not attend as a Board member.

EXECUTIVE SESSION: With no other regular business before them, at 8:06 p.m.:

Motion by Sel. Stack seconded by Sel. Dwyer, to enter into Executive Session to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the government's bargaining or litigation position. Also, an executive session now may be convened to conduct strategy sessions in preparation for negotiations with non-union personnel. RCV: Dwyer - aye, Kuros – aye, DuBois – aye, Woods – aye, Stack – aye.

ADJOURNMENT: With no business before them, at 9:02 p.m.,

MSDV by Sel. DuBois, seconded by Sel. Kuros, to adjourn. The motion passed unanimously.

¹ Following the meeting, the School Supt. confirmed that the 8th grade graduation will not be held at the High School, but will be earlier the same day at 5pm. The continued Town Meeting will resume on 6/13 at 7pm at the High School.

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*Minutes respectfully submitted by,
Tracy Leavitt, Assistant to the Board of Selectmen*

Minutes approved by Board of Selectmen:

Chairman Julie A. Woods

Sel. James F. Dwyer

V. Chairman Arthur O. DuBois

Sel. Kevin J. Kuros

Clerk Daniel P. Stack

MSDV: Moved, Seconded, Discussed & Voted
RCV: Roll Call Vote