

**BOARD OF SELECTMEN  
SPECIAL SESSION MEETING MINUTES  
October 1, 2007**

**CALL TO ORDER:** Chm. Woods called the meeting to order at 4:00 p.m. The following persons were present: Chm. Julie Woods, Vice Chair Kevin Kuros, Clerk Michael Potaski, Sel. Jim Dwyer, Sel. Dan Stack, Town Manager Jill Myers and BOS Assistant Tracy Leavitt.

**OLD BUSINESS:**

**Budget Summit I (9/19/07) Recap – continued discussion from 9/24:**

Chm. Woods briefed the public on the previous discussion. Sel. Kuros informed the board that he recognizes the financial situation and feels we must “tighten our belt” if going to advocate for an override. Sel. Kuros stated we spend almost \$23.5 million just among the top five line items: general government, school, public works, human services and public safety. He went on to say that if we cut each by 5% the potential savings could be \$1.7 million. Sel. Kuros ended by saying he could support putting an override forward for the public to decide only if we are willing to cut 5%. Sel. Potaski said it would be difficult to convince the town to support an override if employees are receiving “excessive” salary increases. Sel. Potaski said the initial challenge will be to engage the unions and see what they can contribute to the situation. Ms. Myers noted that benefit offerings and co-pays involve the IAC and they have to engage in negotiations. Chm. Woods reminded the BOS that they have already agreed to bring a balanced budget plus a supplemental budget to Town Meeting; now the BOS must decide between cuts or override. Chm. Woods noted that regionalization, GIC and early retirement are a few ideas that are not likely to happen this year. Finance Director, David Genereux stated he does not see the state offering early retirement incentive. Mr. Genereux ended by saying retirement will not be on the table for a short term solution as the town pays an assessment to Worcester County retirement. Chm. Woods asked the Board to discuss core services. She stated that if we continue to put off our capital needs we are just deferring a horrible situation. She asked the BOS if they could see possibly putting a line item on the budget for capital needs yearly. Sel. Dwyer stated that the failure to maintain our roads will be catastrophic. Sel. Dwyer stated he feels the Board needs to know what the actual minimum staffing is required per each department. Sel. Stack said he is in favor of always having a line item for capital improvements. Sel. Kuros said if we don’t start planning now, we are going to have a catastrophe. Mr. Genereux said that other towns that use Capital Improvement Plans usually use 5%. Chm. Woods mentioned possible ways to increase revenue; rent the flag poles or potential sale of town assets. Mr. Genereux stated there are ways to increase revenue but, it comes down to community identity. The community must decide what it wants to be, either way it will not be a quick fix. Chm. Woods asked to table this discussion to move to the next item.

***ACTION ITEM: Generate an accurate list of parcels that the town owns and their zones.***

**BOS/Town Manager Goals and Objectives – continued form 9/24:**

The Board reviewed Ms. Myers revisions to the potential goals for the Town Manager. In regards to goal #1 Mr. Genereux stated that an accurate revenue and expense forecast is currently in place and is updated annually. Ms. Myers feels the goal should remain the same because it sets a standard for future years. Ms. Myers to remove “work to” in goal #1. In regards to goal #2 Chm. Woods feels steps already being taken. Chm. Woods stated that all five goals are critical in the Manager’s review and also need to create the opportunity for Ms. Myers to report other accomplishments. Sel. Stack agrees steps are already being taken and feels the goal should be left on to show progress. The BOS and Ms. Myers discussed the possibility of not fully completing the goals and decided that the Town Manager at any time can bring it to the attention of the Board.

***ACTION ITEM: Vote on Town Manager goals at next meeting.***

Chm. Woods returned to the budget discussion and asked the individual board members if they had anything else to add. Chm. Woods stated that she would like to have a discussion at the next meeting on what type of community we want to be.

***ACTION ITEM: Continue discussion to 10/9 meeting***

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Ms. Myers noted that at some point it would be helpful for staff to know what is *off* the table for the FY09 budget deliberations. Sel. Dwyer said he would like to see a policy developed to protect the dispatchers.

Chm. Woods asked to postpone the BOS Goals until the next meeting.

**NEW BUSINESS:**

Sel. Dwyer resignation – discuss options:

Ms. Myers reviewed the Board's options. She noted that the Charter and MGL state that the Selectmen "may" call a special election or by petition of 200 voters to request to hold an election. and not less than 100 days prior to the regular annual election. Ms. Myers noted that Sel. Dwyer must still file a formal resignation. Ms. Myers ended by informing the Board that if a petition is received 64 days are allowed to call a special election, if the BOS decides then 35 days are allowed. Finally she noted the cost of a special election is estimated to be \$6900.00.

**ADJOURNMENT:** At 5:37 pm

**MSDV by Sel. Stack, seconded by Sel. Dwyer to adjourn. The motion passed unanimously.**

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

Minutes approved by Board of Selectmen:

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Chairman Julie A. Woods

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Sel. James F. Dwyer

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V. Chairman Kevin J. Kuros

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Sel. Dan Stack

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Clerk Michael Potaski

MSDV: Moved, Seconded, Discussed & Voted

RCV: Roll Call Vote