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AGRICULTURAL COMMISSION ALTERNATE APPOINTMENT

Ms. Michaud moved that the Board appoint Susan Nickerson as an alternate to the Agricultural Commission. Mr. Flanagan seconded the motion. The motion passed unanimously.

CROCKER POND RECREATION AREA COMMITTEE

Mr. Fairbanks moved that the Board approve the Crocker Pond duties and responsibilities as follows:

The Crocker Pond Recreation Area Committee [hereafter called the committee] is the committee that operates, maintains, and keeps in repair the Crocker Pond Recreation Area on behalf of the town of Westminster under the overview of the Board of Selectmen [here after called the BOS]. The committee is charged by the BOS with the authority to make timely decisions on matters related to the operation, maintenance, repair, and usage of the Crocker Pond Recreation Facility.

The geographic responsibility of the committee is “Crocker Pond Recreation Area” and includes all of the acreage, easements, deed restrictions, etc. described in the deeds recorded in North Worcester County Registry Book 5719, Page 283 & Page 292 as well as any other legal rights or responsibilities that may exist.

The members are appointed for three years on a rotating basis. Approximately one third of the committee is appointed each year for three years. The committee chooses from among the members a chair, vice chair and a secretary.

The chairperson is responsible for the meeting agendas and for keeping within the open meeting regulations of the State of Massachusetts. The secretary is responsible for keeping the meeting minutes and committee files.

Each year the committee shall create an operating and capital budget for submission to the Board of Selectmen.

The committee is responsible for all aspects of the approved budgets. As part of the annual budget process, the committee shall make annual recommendations on supplemental budgets for signage, etc. to deter known trespass or unauthorized use of Crocker Pond Recreation Area.

The committee shall review the rules and regulations at least one time per year before the season opens and shall report to the BOS on the committee recommendations no later than six weeks before the season opens.

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The committee [or a person or persons appointed by the committee] shall supervise the paid workers and volunteers and shall direct their efforts. The person or persons who is / are considered to be supervisor(s) does not have to be present at all times while volunteers or paid workers are on duty.

Time cards and other approvals shall be signed by the committee chair or vice chair person or by any other person appointed by the committee.

It is understood that a selectman will be appointed by the BOS as a contact for the committee and this person should be consulted on matters that are of concern to the committee outside of the regular BOS meetings.

Mr. Flanagan seconded the motion. The motion passed unanimously.

It was also agreed by both Boards to review the duties and responsibilities and rules every March.

TOWN PLANNER

The Board agreed to the following:

- Advertise for a full time Town Planner
- Mrs. Murphy will provide a job description for the Board of Selectmen to review.
- The BOS agreed to have a five member search committee comprised of a Planning Board representative, Town Administrator, Town Employee and two Citizens at Large.

7:50 P.M. EXECUTIVE SESSION

Mr. Fairbanks moved that the Board enter into executive session to discuss strategy with respect to collective bargaining; further, that the Chair declare that an open meeting may have a detrimental effect on the bargaining position of the Town, and to adjourn directly from executive session. Mr. Flanagan seconded the motion. The motion passed unanimously on a roll call vote.

ADJOURNMENT

The Board adjourned from executive session at 8:15 p.m.

Respectfully submitted,

Joseph E. Flanagan, Clerk
(Prepared by B. Kazan)