

TOWN GOVERNMENT STUDY COMMITTEE

Thursday, February 20, 2014 – Minutes

Meeting called to order by the Chairperson at 6:00 p.m. & read the recording disclaimer.

Present: Chairperson: Phil Washko, Vice Chair: Bernie Roderick, Dick Douglass, Siobhan Henebury (arrived 6:05 p.m.), Pattie Pacella and G. Steve Riley

Absent: Linda Meredith

AGENDA:

Review/approve minutes: February 13, 2014

Bernie Roderick made a motion to approve both the 2/13/14 minutes as presented and was seconded by Dick Douglass. The motion passed unanimously.

Opening Public Comment:

No one present.

Next Step for Town Meeting:

Phil Washko gave the next steps for getting things ready for Town Meeting.

- Submit language to Town Counsel, who will write the article for warrant; full motion for the article, and special legislation
- We need to be prepared to submit to Town Counsel

Review Roundtable Discussion:

Board Members reviewed the TA roundtable.

Financial key, Communication is key very valuable information

Review TA Job Description:

Phil Washko reviewed the changes in the Town Administrator (TA) Job Description. Some board members (Phil, Bernie & Dick) also met with Vinnie Furtado today for a follow up interview.

Questions for Tom Crotty: Can amendment to Article be made on Town Meeting floor for any/and or part of the Job Description.

Phil's take on interview with Vinnie Furtado from 2/20:

- DPW can serve same function to the Town, as BPW
- Contract negotiations should be done by a contractual negotiator (we could have better results with a contractor negotiator).
- Advisory board could be in place for constituents
- BPW doesn't prepare budget, Vinnie does with superintendents. The BPW then reviews, scrutinize and recommends changes.

Dick & Bernie agreed with Phil's take.

One of the major changes with the TA Job Description that was discussed is that the Superintendent of DPW would be under the TA.

Phil agreed to correct any changes and forward to Dick who will forward to the Colin Institute person who is coming to discuss with us his experience on February 27th.

Bernie Roderick made a motion to confirm this Town Administrator (TA) Job Description as the Final copy and to submit to Town Counsel for review and to be written for Town Meeting, and submit to any other Town Entities and was seconded by Dick Douglass. The motion passed unanimously.

Discuss Potential DPW/BPW Repercussions:

Phil W. had a call into Attorney Crotty to ask what if any; repercussions may be with the Superintendent under the Town Administrator vs. BPW.

Pattie asked if we had a copy of the BPW by-law.

Phil will get a copy of the by-law for all and have it available at next meeting and on the agenda.

Other questions from Committee members:

Bernie asked about IT & Capital Planning Improvement Committee

Phil advised that the Board of Selectman have not finalized a Capital Planning Improvement Committee February 28th up to March 12, 2014 to submit article language for Town Meeting.

Bernie discussed 25+ DOR Recommendations and wondered if we were just going to 'band-aid' them. He feels that after we propose 3 (TA, IT, Capital Improvement), that perhaps we should add a 4th to ask for a Charter Commission.

There was a little discussion on Charter Commission and how to go about creating one. "Special Act."

Phil said that he has put a 'radar' list on the website with things that we may want to discuss or look at in the future. Some included: TA, Capital Planning, BPW, Asst. Town Moderator, Finance Committee size, Budget Process, Developing Charter.. etc. Anyone who has additional information (review the web, first), please email Phil.

There was a discussion on how we are going to get the job description about Town Administrator out. Are we going to have public forums before Town Meeting?

ACTION ITEM #1: Pattie to ask when does warrant/articles get sent out to Town Meeting members?

Employee Surveys – being entered in a data base by Phi.

Discussion with Siobhan who is a West Island (WI) Committee member about looking into WI Community Center for a public forum on April 10th & inviting the public.

ACTION ITEM #2: Siobhan to look into using WI Community Center.

Upcoming Meetings:

2/27 @ 6:00 p.m.	Colin Institute Sir
3/3	Meeting with Selectman
3/13 6:00 p.m.	Regular Meeting
3/27 6:00 p.m.	Regular Meeting

ACTION ITEM #3: Any questions would like to propose to BOS submit to Phil.

ACTION ITEM #4: Phil to call WBSM to get on air to talk about changes.

Where have we been? How did we get to this decision??

Siobhan & Dick to work on putting information together.

Bernie R. made a motion to adjourn and was seconded by Dick Douglass. The motion passed unanimously.

Respectively submitted,

Patricia A Pacella
Recording Secretary