

BOARD OF SELECTMEN
Working Session
Town Hall Conference Room
Minutes of October 26, 2015

Chairman Powers called the meeting to order at 5:00PM. Board members present in addition to Chairman Laura Powers, were Selectmen Martha Morrison, Boyd Jackson, Steve Lais and Eldon Goodhue. Of the Selectmen's staff, Town Administrator Kellie Hebert and Board Executive Assistant Donna Rich were in attendance. Other persons present during all or part of the meeting were residents Mark Lyons and Dick Gandt.

Town Hall Succession Planning: Chairman Powers opened the meeting stating that with today's announcement of the Principal Assessors intent to retire on January 4th that the Board would be discussing Town Hall Succession Planning. Selectman Goodhue, as a member of the Board of Assessors expressed his desire to outsource the position of Principal Assessor with a consulting firm. He explained that he has begun to explore a company that can perform the duties and will be bringing the company in for a presentation to the other members of the Board of Assessors. There was discussion relative to the posting of the Town Accountant position and Land Use Administrator positions. Selectman Jackson stated he would evaluate the other financial tasks Roberta Knight is responsible for and formulate a job description of those items.

Financial Policies Discussion: Town Administrator Kellie Hebert distributed sample financial policies and would be interested in how the Board would like to move forward to memorialize how the town's financial groups operate. The Board agreed that the Finance Committee and Finance Team should work collaboratively on the development of such policies and that a more comprehensive approach would be acceptable to them.

At 6:23 PM, Selectmen Lais made a motion to adjourn and Selectman Morrison seconded the motion; so voted: 5-0.

Respectfully submitted,

Donna Rich, Secretary
Selectmen's Office

Per the Open Meeting Law, the documents that were either distributed to the BOS before the meeting in a packet, or at the meeting were:

1. Agenda
2. Future meeting schedule
3. Sample financial policies

Approved as written at the December 14, 2015 Board of Selectmen's meeting.

<p>Pursuant to the 'Open Meeting Law,' G.L. 39, § 23B, the approval of these minutes by the Board constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Board as to the completeness or accuracy of such statements.</p>
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