

**Town of Ashfield**  
**Select Board Minutes**

**July 28, 2014**

The Ashfield Select Board meeting was held on Monday July 28, 2014 at the Ashfield Town Hall at 7:00 P.M. There were approximately 4 audience members in attendance. There were 6 audio recorders in use.

**Previous Select Board meeting was July 21, 2014.**

**Select Board:** Tom Carter-Chair, Ron Coler-Vice Chair, Todd Olanyk

**Executive Administrator:** Mary Fitz-Gibbon

**Assistant Municipal Clerk/Scribe:** Lynn Taylor

Meeting was called to order by Tom Carter-Chair at 7:00 P.M.

Agenda for 7/28/2014 (**document 1**)

**Vendor Warrant W15-03 dated July 28, 2014 (document 2)**

**Payroll Warrant WP15-03 dated July 28, 2014 (document 3)**

**Minutes:**

July 14, 2014 **MOTION:** Carter makes a motion to approve the minutes of July 14, 2014 as amended, seconded by Coler. **VOTE:** 3-0-0 (**document 4**)

July 21, 2014 **MOTION:** Olanyk makes a motion to approve the minutes of July 21, 2014 as submitted, seconded by carter. **VOTE:** 2-0-1 (RC) (**document 5**)

Carter shares with the Board some preliminary numbers regarding this years free cash returned from Departments. \$119,208 Vocational Schools, \$40,000.00 Highway, \$31,087.00 Employee Benefits, \$17,590.00 Police, \$11, 285.00 Town Hall, \$6,649.00 Boards and Committees, \$1,388.00 Fire, \$369.00 EMD for a preliminary total of \$227,728.00 Free Cash

Town Hall use application for Ashfield historical Commission and the Town Hall Building Committee August 2, 2014 from 1:00-5:00 to for the Bicentennial

Celebration of Town Hall (**document6**). **MOTION:** Olanyk makes a motion to approve the Town Hall use Application for Bicentennial Celebration August 2, 2014, seconded by Coler. **VOTE: 3-0-0**

**Old Business:**

FRCOG Mohawk Trail Woodlands Partnership Advisory Committee representative: Carter might have a candidate for this rep., needs to get a conformation.

Consider changing date of Special Town Meeting: **MOTION:** Carter makes a motion to change the Special Town Meeting date from 9/8/2014 to 9/22/14, seconded by Coler. **VOTE: 3-0-0**

Personnel Board joins the Select Board meeting at 7:22 P.M Priscilla Phelps opens the Personnel Board meeting.

Present from PB: Priscilla Phelps-Chair, Ricki Carroll, Wayne Farrell, Jennifer Markens

Carter advises that this will be a working meeting between the two Boards on Personnel Policies & Procedures Handbook (document 8) and will not be taking questions or comments from the audience in order to keep things moving. That we would work until 9:30 P.M. and decide to adjourn or keep going.

The Boards start with Sec.1 of Personnel Policies & Procedures Handbook Version dated 10/24/2013 going line by line discussing and making changes as needed. At 9:30 P.M. the Boards were to section VI physicals and everyone decide to stop for the night and meet Tuesday July 29, 2014 at 7:00 P.M. to work on some more.

**(document 7)**

**MOTION:** Coler makes a motion to adjourn , seconded by Olanyk. **VOTE: 3-0-0**

Next Meeting July 29, 2014

Document list

1. Agenda for 7/28/2014
2. Vendor Warrant W15-03 dated July 28, 2014
3. Payroll Warrant WP15-03 dated July 28, 2014
4. Minutes of July 14, 2014
5. Minutes of July 21, 2014
6. Town Hall use application for Ashfield historical Commission and the Town Hall Building Committee August 2, 2014 from 1:00-5:00 to for the Bicentennial Celebration of Town Hall

7. Personnel Policies and Procedures Manual DRAFT
8. Personnel Policies & Procedures Handbook Version dated 10/24/2013

**Approved as amended 8/11/2014 2-0-0**