

## **SELECT BOARD MINUTES November 4, 2009**

Present: Ted Murray and Dave DeHerd

Meeting called to order 7:00 p.m.

### **Minutes**

Motion was made, and seconded, to accept the open session minutes of October 28, 2009. Vote was unanimous. Motion was made, and seconded, to accept the executive session minutes of October 28, 2009. Vote was unanimous.

### **Appointments**

Motion was made, and seconded, to appoint David Kulp, Doug Cranson, David Newell, Andy Smith, Betty Stewart and Elizabeth Archembo to the Telecommunications Committee. The charge was read to the committee. Vote was unanimous.

Motion was made, and seconded, to appoint Kit Nysten to the Personnel Board. Vote was unanimous.

Motion was made, and seconded, to appoint Del Haskins as the Emergency Response Coordinator. Vote was unanimous.

### **Liaison Reports**

Police: Discussion occurred regarding the need to transfer \$3000 at the next special town meeting from police department fuel to police department expenses. Dave questioned how much time was spent on patrol vs. administration. Ted said that community policing money is no longer available. The officers have been volunteering their time. There are limits as to what the town should expect officers to do.

Highway: The gate at the dam was opened and working properly.

Town Hall: A complaint has been filed with the state elections regarding the irregularities from the October 20 election. The town has responded to the complaint and will continue to work with elections and other state agencies to resolve the issues.

Regarding computer security, Paul Swem had said that a fully effective system is unaffordable. Ted discussed the possibility of setting up a spreadsheet and having employees change their passwords periodically. The passwords could be kept in a sealed envelope in the vault. Dave felt that a password reminder can be programmed in to the computer.

Discussion occurred regarding the changes to the open meeting law and the ethics training that all employees will have to take. Online ethics training is now required to be taken by municipal officials and town employees.

### **Old Business**

Police Presence Letter – Ted spoke with Sgt. Nunez regarding the presence of uniformed officers. He felt that a single officer was sufficient for that meeting. Dave said that if more security was required, then it should have been approved by the select board.

Email Policy – Town Counsel, Donna MacNicol has said that no discussion should occur on emails. Emails that deal with substantial issues should be sent to town hall and filed by category. Personnel emails are not public record. Donna has said that emails that deal with non-substantial issues can be deleted.

### **New Business**

FRCOG - Discussion occurred regarding the town's interest in sharing highway equipment with other towns. Additionally Dave had a binder detailing a dead animal policy in case of a major disaster that will be given to the Board of Health.

### **Votes/Signatures**

Application For Town Hall Use – Motion was made, and seconded, to approve the use of town hall by Elmers for a Winter Craft fair December 5 and 6. The fee for the lower hall is \$75. The fee for the upper hall is \$75 along with the \$25 floor fee. Vote was unanimous.

HRMC Green Energy Money Request – The Board agreed that Ted could sign the letter for the HRMC to receive the town's \$500 that was earned for the green energy projects that residents installed. The money will be used by the HRMC to promote sustainability.

### **Public Comment**

Suzanne Corbett asked that efforts be expended to get a mobile radar unit for town.

Mary Wickwire questioned what savings have been achieved by town hall being open 2 days a week.

Cindy Carney asked various questions regarding where agendas are posted, where to get copies of the new ethics law, and how is the town going to be sure that the proper person is taking the training. She also asked if town policies can be available at the library and where to get copies of WMECO's spraying policies.

Rick Carroll asked who will be the person appointed as ethics liaison.

Mollie Babize asked if more information could be put on the town's website.

Motion was made, and seconded, to go into executive session per MGL Chapter 39, S. 23B to discuss strategy with respect to pending litigation. The Board will not reconvene in open session. Roll call vote: Ted, aye; Tom, aye; Dave, aye.

Meeting adjourned at 7:40 pm.

Respectfully submitted,

Town Administrator