

SELECT BOARD MINUTES May 20, 2010

Present: Dave DeHerdt, Doug Field, Norm Russell

Meeting called to order at 7:00 pm.

Warrants

Warrant #24 was signed the weekend of May 22 authorizing payment. (Vendor - \$81,443.97 and Payroll - \$16,726.75).

Minutes

Motion was made, and seconded, to accept the open session minutes of May 10 as amended (add Doug Field as highway liaison with a vote in favor as majority with one abstention). Vote in favor was unanimous. Motion was made, and seconded, to accept the executive session minutes of May 10 as written. Vote in favor was unanimous.

Appointments

Library Revolving Fund – The Library Trustees (Marcine Eisenberg and Bonnie Coleman) and the Finance Committee (Carl Satterfield, Lynn Taylor, Janet Rogers, Ted Murray) discussed with the Select Board the money in the library revolving fund and using that to fund the library budget. Motion was made, and seconded, to transfer \$6000 from the library revolving fund to fund the library budget for FY11. Vote in favor was unanimous.

Police Chief Search Committee – The Police Chief Search Committee (Sherry Jourdan, Suzanne Corbett, Alan Taylor, Bev LaBelle and Lenny Roberts) discussed with the Select Board the proposed job description for the new police chief. Also discussed was the procedure for receiving resumes from potential applicants as well as a deadline for receiving them.

Motion was made, and seconded, to approve the materials submitted to the select board by the police chief search committee regarding the posting of the position for police chief with changes subject to Chief Cotton's approval. Vote in favor was unanimous.

Liaison Reports

Emergency Services – The two missing knox box keys have been found (they were in the possession of the police department. There are a total of four keys. Three keys are now in possession of the fire department with the fourth to be destroyed. The police department no longer has possession of a knox box key. The alarm access code to the police department has been changed. Each officer now has an individual, distinct entry code. Dave reported that Chief Cotton has instructed Sgt. Nunez to issue a report that that the missing service revolver has been stolen.

The fire department is working on a grant for a new truck. This grant requires a 5% match by the town.

Town Hall – Discussion occurred regarding the late fee charged for delinquent dog owners to license their dogs. Motion was made, and seconded, to charge a late fee of \$35 for the first dog with a household cap of \$50 if there are additional dogs. Vote in favor was unanimous.

Town Web Site Committee

Doug Field will contact Juliet Jacobson the chair of the web site committee, to have the web site committee come to the first meeting in June to discuss the status of the web site.

Computer Security

An email was sent out by Paul Swem offering the password to allow access to the police wireless router to a resident. The Board was satisfied with Paul's explanation that computer security was not compromised. Since the police do not utilize wireless to access the internet, the router will be disabled. Dave will work to allow safe wireless access that does not compromise town hall computer security.

Public Records Oath

Dave discussed with the state department of public records the town's ability to ensure that all records are turned over to the town when officials leave office and/or employees leave their positions. MGL chapter 66, section 14 provides that former elected officials must swear an oath before the town clerk that they have turned over all public records to their successors or the town's custodian of public records. Failure to do so could open the possibility of penalty by the attorney general's office.

Trust Accounts

Motion was made, and seconded to give \$200 to the Food Pantry from the trust accounts. Vote in favor was unanimous.

Schedule

There will be no meeting on May 26. The next board meeting will be June 2nd.

Meeting adjourned at 9:50 p.m.

Respectfully submitted,
Town Administrator
(underlined changes by select board)