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# Select Board Meeting Minutes 5/24/17

## Select Board Minutes of the meeting of 5/24/17

**Meeting Opened at:** 9am

**Select Board Members Present:** Steve Weisz, Chairperson, Carol Edelman and Kenneth Basler

**Also in attendance:** Eddie Sporn, Tony Blair, Shawn Tryon, Gareth Backhaus, Ray Tryon, Bob Lazzarini, Julio Rodriguez, Pat Salomon

At 9:30am the Board interviewed Eddie Sporn for the position of Town Administrator.

At 10:30am the Board interviewed Tony Blair for the position of Town Administrator.

The Board will be meeting next Wednesday at 5pm with the Town Administrator Resume Review Committee to review the candidates as a whole.

### Miscellaneous Items Reviewed:

- The Board reviewed the updated Phase I and Phase II proposal from Baystate Municipal Accounting for the reconstruction and reconciliation of FY17 and operational coverage for FY18. Their proposal would involve switching accounting software platforms from Softright to VADAR. The Board agreed that they wanted to see what kind of response we get from the help wanted ad and to continue the discussion next week. Steve will call Baystate to keep them up to date.
- Steve reported that he spoke with the current Town Clerk about the Board's decision to advertise the position; she is in favor of this and may submit a resume for consideration. The Board discussed what the office hours/total number of hours per week should be and if the position would be hourly or salary. It was agreed that the posted office hours should be one morning for 4 hours, one evening for 4 hours and a Saturday for 4 hours and one of the days should be on the same day as the Select Board meeting.
- The Board discussed the Clerk's requests to attend the 2017 Clerk's Conference in June, take the Certified MA Municipal Clerk's exam in July and hire Meagan Duffy as the Town Clerk Assistant for 2 hours on Saturdays when needed until July 1. The Board agreed to everything except the exam; if Terry is offered the position after July 1 then this will be acceptable.
- The Board discussed with Julio Rodriguez the details for the Veteran's Memorial service at 11am on Monday.
- The Board discussed the request by the School Committee to have a meeting with 1 member of each Select Board next Tuesday. The whole Board plans to attend and the meeting will be posted.
- Steve hopes to have the Community Center lease from Counsel by the 31<sup>st</sup>.
- Mail was reviewed:
  - a. Email from the state regarding the Community Compact. Steve will respond informing them of our efforts made to date.
  - b. Department of Housing and Community Development MOU was signed and will be returned.
  - c. Paragus IT assessment – the Board will review this at a later date.
- Composting grant: The program has a tentative start date of July 1. We need a large bin to be housed at the transfer station. Kenn has found one on eBay for \$800 and requested permission to put it on his card and be reimbursed. The grant will reimburse for the expenditure.
- Shawn reported back to the Board with regards to a request to replace stop signs on Hupi, Mt Hunger and Art School Rds; there has never been stop signs at those locations and Shawn wants to discuss whether there should be with the Police Chief prior to installing any.
- Warrants were signed.
- Minutes from 5/17/17 were approved.
- Administrative Assistant's weekly report was reviewed.
- Police Chief's provided the summaries from the speed trailer for Cronk Rd.

**A motion was made and unanimously approved to adjourn the meeting at:** 12:26pm

Submitted by:  
Melissa Noe, Administrative Assistant  
Approved by:  
Monterey Select Board

cc: Website ([www.montereyma.gov](http://www.montereyma.gov))  
Select Board Members  
Minutes Book  
Town Clerk