
Select Board Meeting Minutes 5/3/17

Select Board Minutes of the meeting of 5/3/17

Meeting Opened at: 9am

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

Also in attendance: Peter Fohlin, Shawn Tryon, Ray Tryon, Rob Hoogs, Julio Rodriguez,

Miscellaneous Items Reviewed:

- The Board met with retired Town Manager, Peter Fohlin to discuss the function and responsibilities of a Town Administrator, and how the relationship between the Board and an Administrator should work. Peter provided suggestions for filling the position which included his recommendation to promote M. Noe as he feels she is capable with some additional training and mentoring. He offered traits/skills which would prove to be beneficial. The Board appreciated his insight and is going to give careful consideration to the suggestions made. The Board agreed to schedule a joint meeting with the Town Administrator Resume Review Committee next Tuesday to review these suggestions, as well as four resumes they feel are worth pursuing.
- A motion was made to appoint Susan Cooper and Diana Piepho to the Town Administrator Resume Review Committee until an Administrator is hired. The motion was seconded and approved unanimously.
- Town Meeting review:
 - a. M. Noe and Kenn worked on a budget comparison to distribute at town meeting that would illustrate for residents the potential tax impact the proposed budget presents. A few minor additions were made and it was accepted by all.
 - Tb. he Board reviewed their talking points for questions that may arise at town meeting.
 - c. The Board received a response to their request from grant writer Dennis Lynch with regards to the projects he is working on. Steve will follow up with Terry Walker on her summary.
 - d. The Board discussed the questions raised at the Finance Committee's informational meeting last weekend regarding the Curtis Rd Bridge; Shawn confirmed that the bridge is not a state bridge (they will only be reviewing plans, not paying for repairs). We are applying for a grant to help defray the costs and it has also been added to the TIPs list (which has a 10-12 year waiting list).
 - e. Fire Inspector: Shawn is still in negotiations with Gt. Barrington.
- Transfer Station: Shawn has proposed a policy that any concerns about the Transfer Station should be going directly to Shawn. A letter will be sent to Shawn confirming this procedure and the attendants will be cc'd. He also suggested that the titles should be changed to Transfer Station Attendants instead of Transfer Station Managers; Shawn is the Transfer Station Manager/Director of Operations. The current job description should also be reviewed to be sure it is clear and concise.
- Julio Rodriguez agreed to be the Parks Commission representative on the Wilson McLaughlin House Scholarship Committee.
- The Board was provided copies of the Town Administrator's job description and suggested adjustments for the resume review committee. They will review over the weekend and be ready to discuss at the joint meeting on Tuesday.
- Jeff from Scanlon and Associates came in to informally run through the preliminary field work for the audit they are finishing. A final draft report should be available in 3 – 4 weeks.
- Mail was reviewed which included:
 - a. Dave Dempsey's resignation (retirement) from the Conservation Commission effective May 31, 2017.
 - b. Rudy Gero's resignation from his position as Materials Recycling Facility (MRF) Advisory Board Representative effective May 1, 2017.
- Warrants were signed.
- Minutes from 4/26 & 5/1/17 were approved.
- Administrative Assistant's weekly report was reviewed.
- Police Chief's weekly report was reviewed.

A motion was made and unanimously approved to adjourn the meeting at: 12:42pm

Submitted by:

Melissa Noe, Administrative Assistant

Approved by:

Monterey Select Board

cc: Website (www.montereyma.gov)

Select Board Members

Minutes Book

Town Clerk