



Board of Selectmen

Date of Meeting: Monday, June 4, 2018
Location: Town Hall, 221 Main Street
Time: 6:15 PM – 6:57 PM
Members Present: Chairman James Wood; Michael May; James Underwood; Marty McNamara, Town Administrator; April C. Steward, Administrative Assistant to the Board; Brian Faulk, Special Town Counsel

The meeting commenced at 6:15 PM.

Financial Warrants were signed in agreement.

Pledge of Allegiance was recited.

At 6:16 PM, on a motion made by Selectman Michael May and seconded by Jamie Underwood, the following roll call vote was recorded to go into Executive Session under MGL c.30A, §21, (2): to conduct strategy sessions in preparation for negotiations with nonunion personnel – Town Administrator's contract; and to conduct contract negotiations with nonunion personnel: April Steward for Town Administrator's contract; James Wood: Yes; Michael May: Yes; James Underwood: Yes. The Board agreed they would reconvene to open session.

The meeting reconvened at 6:30 PM.

Appointment to Town Administrator Position: April C. Steward

Jamie Underwood motioned to appoint April Steward effective July 1, 2018; Mike May seconded the motion; voted all in favor. Mike May motioned to approve and ratify the terms of the contract; Jamie Underwood seconded; voted all in favor. Mike May motioned to allow the chair to approve the 18 month contract and sign; Jamie Underwood seconded; voted all in favor.

Selectmen's Meeting Minutes: The minutes of May 7, 2018 were presented for approval. *Michael May motioned to accept the meeting minutes as written; Jamie Underwood seconded; voted all in favor*

Board of Selectmen's Miscellaneous:

- **Boylston Building Inspector Tony Zahariadis** – Tony asked to clarify the implementation date for the fee structure on commercial buildings; rates were already approved previously. Looking for an implementation date. The board decided to put this discussion on the next agenda (7/18/18) so they can clarify a few things first.
- BOS has a call on the 13th regarding the FedEx 4-way traffic intersection. Meeting will be held at the Town Hall; not sure if it is going to be televised. There is going to be some imaging of the 4-way intersection and how it is going to be laid out.

Town Administrator:

- Building inspector Tony Zahariadis has signed his employment agreement – effective July 1st, 2018 – part time employee, 20 hours a week.
- Contract for Police Chief; he has it. Expect him to sign it within the next couple of days. That should be on the agenda for the 18th to accept it.
- April Steward and Martin McNamara started to interview candidates for the Administrative Assistant position. They had about 25 or so resumes and have scheduled 8 interviews so far this week. Looking to have a recommendation for this position on the 18th to appoint them to this position to have them start on July 9th, 2018.

- Martin McNamara and April Steward met with Jeff and Bob Conroy about a couple things in the regional office building; asked if we could install a kitchen cabinet with sink and set up a schedule with an annual cleaning of the duct work. Spoke a little bit about the lease and they are pretty sure they are going to extend the lease. They wanted to set up a meeting with April and Dave Buffer to discuss next year's budget; next year all teachers and staff at the Elementary School will be going into the regional health care plan. Needs to be explained at the next Town Meeting
- Martin McNamara mentioned that they will have to change the tax title appointments on the 18th as well.

Safety in the Schools:

Mike May mentioned that the last conversation was left with Jeff and putting conversations together. Question becomes; do we need to bring together a committee or groups of folks to get a buy in on this topic. BOS needs to align the strategic mission and then get the groups involved to discuss certain hurdles to then move forward. It's going to be an emotional conversation for people in the community. Right now, we have a contract with Verizon to get a copper wire running from the school to the radios at the Town House.

At 6:57 PM Jamie Underwood motioned to adjourn; Mike May seconded; voted all in favor.

The meeting was adjourned at 6:57 PM.

Respectfully submitted,
Alison Mack, Assistant to the Board of Selectmen

Meeting Materials

Agenda
Meeting Sign-In Sheet

On file in Board of Selectmen's Office
On file in Board of Selectman's Office