

Board of Selectmen Meeting Minutes

Date: Wednesday, March 9, 2011

Time: 7:35 p.m.

Members present: Peter McMurray, Dan Meunier and Joe Casey

Working Session Collins Center Discussion:

Public Present: Mary Krapf, Lil Whitney, Tim and Sally Bauman, Mike McCallum, Beth Ann Scheid

Also present: Mike Ward, Representing the Collins Center

Final Presentation: on 12/8/10 – now to resolve.... 1) Organizational Chart Completed – Posted on Website..DONE....No Question.

- 2) Report on TA Position – Completed
- 3) Job Descriptions...completed and finalized now set and ready to go....
- 4) Personnel Policy Booklet with adjustments on Cover Letter
- 5) Evaluation Procedure...some still to be done
- 6) Revenue Opportunities a number to be considered
- 7) Comparables for Salary of T.A.'s –

Peter McMurray – Personnel Booklet discussed whether booklet in 3 ring binder to have flexibility to make adjustments...to be reviewed by Town Counsel...Peter McMurray had raised question of “Snow Emergency” – time off.....

Evaluation Sheet – 2nd Version was...accepted – Review of Management Staff evaluation sheets DM – Question re Policy Personnel Handbook – re: Performance evaluations...if s... to be reviewed by T.A. Before Major discussions...Section 23 page 50 Performance Appraisal –

Mike McCallum, Tim Bauman, Mary Krapf asked question that related to Evaluation format and the participation of the T.A. in the process.

Dan moved to clarify thoughts on process.... Peter McMurray acknowledged this as a start through the process....

Dan and Peter – Re: “Interim” TA...Ashburnham.....

Peter reviewed the possibility of TA in Ashburnham being as an Interim

Department of Housing and Community Development the Circuit Rider concept in the 70's....worked well at that time...Now Municipal Context is much more complex than those times...

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Should explore it while we look at the concept of Interim

1. Does the person have the skills & useful knowledge & demonstrates that he would be a good fit
2. Is the Price Right
3. Politically are there issues between the towns that would cause a crisis; if not, then we might look at that....

Mike Ward – Gut Response....”could work”

Peter McMurray have had many communications with Ed Vitone...because of newspaper article....the “Regionalization Initiative”

General Discussions re: Interim vs. Permanent: Sally Bauman, Beth Ann Scheid, John Margosiak, Lillian Whitney...

Mike Ward: The Collins Center has recommended people to do

Experience....Mike McCallum...Someone from outside stays until they get a better offer....We built two buildings when Linda...

Tim Bauman: Local & Long Term are Synonymous
Work Toward a full time Administrator.

Mr. McCallum Town of 10,000....Better Police Force...more efficient situation.

Mike Ward – Governor’s Budget....\$ for grant programs for efficiency & regionalization measures on the Municipal side of the Ledger...

Tim Bauman – regional school...would pay transportation...

Mike Ward offered to mediate discussions between the Boards of Ashby & Ashburnham....

2) Motion to adjourn @ 9:08 p.m.

Motion: Dan Meunier

Seconded: Joe Casey

Vote: Unan

Signed by: _____
Joe Casey

Date: _____

Date Minutes Approved by Board of Selectmen: _____