

**BOARD OF SELECTMEN
MINUTES SEPTEMBER 15, 2008
APPROVED**

Present: Joshua A. Degen, Chairman; Stuart Schulman, Vice Chairman; Anna Eliot, Clerk; Peter Cunningham; George Dillon, Jr.

Also Present: Jeff Ritter, Interim Administrative Officer; Patrice Garvin, Administrative Assistant

Mr. Degen called the regular meeting of the Board to Order at 7:00 p.m. and reviewed the agenda for the public.

GROTONFEST

Jane Bouvier stated that GrotonFest would be held on September 20th and that there would be various types of entertainment. Ms. Bouvier noted that the Police Chief would be there all days greeting residents.

TOWN MANAGER SCREENING COMMITTEE FINALIST RECCOMENDATIONS

Robert Flynn, Chairman of the Town Manager Screening Committee introduced the rest of the committee and who appointed their membership. Mr. Flynn noted that a public package of the five finalists would be in the Clerks office and described the contents of the public packet. Mr. Flynn explained that the confidential materials, i.e. references would not be included in the public packet.

Mr. Flynn explained where the position was advertised, public hearings, meetings took place. Mr. Flynn stated that there were 59 applications, with 24 from out of state. Mr. Flynn stated that the five finalists were asked to sign waiver agreements to release their names. Mr. Flynn went over the interview outline and the questions asked. Mr. Cunningham asked if any of the five candidates were from out of state and how a CORI would be done. Ms. Currier stated that the candidates from out of state were taken into consideration when conducting background. Mr. Flynn listed the candidates: Mark W. Haddad; Timothy P. McInerney; John Murray; Owen J. Quinn; and Robert M. Whalan (in audience).

Mr. Degen thanked the committee for all of their hard work. The rest of the board thanked the committee. The issue of the extension of time to decide on the candidates was discussed. Mr. Flynn stated that the Town manager Screening Committee was against any extension and felt twenty days was sufficient time to make a decision. Mr. Manugian stated that he read Town Counsel's opinion and did not agree with it because of the word "consistent". Ms. Currier added that candidates did not have a problem with a slight extension. Mr. Manugian noted that the Board could send all of the candidates back to the Screening Committee and the Committee could resubmit the names keeping with the Charter language. Ms. Collette felt the Board should stay consistent with the charter language.

ASSESSMENT CENTER CONTRACT FOR TOWN MANAGER CANDIDATES

Mr. Degen stated that mark Morse of the MMA Consulting Group could not do an assessment until October to ensure no conflicts of interest on panels. Mr. Degen stated that the assessment would cost \$6300. Mr. Degen stated that when Mr. Morse addressed the Board it was revealed that only two assessments on Town Mangers had ever been done. Mr. Dillon stated that he spoke to the Town Administrator in Franklin, where one of the two assessments had been conducted. Mr. Dillon reported that it was told to him that assessments of Town Administrator/Managers were not done but that they were good for public safety. Mr. Dillon added that twenty days was considered a short period of time according to the Franklin Administrator.

Mr. Schulman stated that he participated in the Police Chief assessment and felt that elements of that were directly applicable to the Town manager. Mr. Schulman's stated employees would only benefit from an assessment. Ms. Eliot asked why the 20 days was in the Charter. Ms. Erickson, past Blue Ribbon member stated that her recollection of the twenty days was not discussed in depth but comparative to other communities.

Mr. Prager expressed concern with an extension because the twenty days was a bylaw and the Boards can't overrule a bylaw. Mr. Cunningham felt that it was worth doing an assessment and it was legal because the Town was in a transitional phase. Mr. Cunningham stated that the Board needed all information before it made a decision. Mr. Dillon noted that the police chief assessment had gone so well because it is something done a lot.

Mr. Degen asked the Board to commit to being there the day of the assessment. The Board replied they were all available. Mr. Schulman wanted to note that the Board could not be at every panel for the assessment but would follow one panel the entire way through the process. It was discussed that the Charter language may need to be revisited.

Mr. Schulman moved to approve the proposal made by MMS Consulting Group for the Town Manager Assessment for \$6300 on October 8, 2008. Mr. Cunningham seconded the motion. Motion carried. (3-0-2)

VOTE TO EXTEND TOWN MANAGER SELECTION FROM 20 DAYS UP TO 35 DAYS

Mr. Schulman moved to extend the Town Manager Selection from twenty days, indicated in the Town Charter section 4-5, up to thirty five days, in line with Town Counsel's interpretation of Town Charter Section 2(b). Mr. Cunningham seconded the motion. Motion carried. (3-0-2)

REVIEW TOWN MANAGER TIMELINE

Mr. Degen briefly outlined the Town manger timeline with an assessment. Mr. Degen cited the need for an Executive Session after the Board decided on a Town manger to discuss the contract.

CHUCK MCKINNEY, GDRSD

Mr. McKinney stated that there has been no decision made by the School Committee regarding Prescott School. Since the Administrative offices have now moved it has left the Tarbell open and a study committee has been formed to look into options. Mr. McKinney was looking for a volunteer from the selectmen to be on the committee.

Mr. Schuman moved to appoint Fran Dillon on the Study Committee. Ms. Eliot seconded the motion. Motion carried. (4-1-0)

CAPSTONE RFP, STATION AVE

Mr. Degen asked Capstone Representatives David Hamilton and Paul Griesinger how to move forward. Mr. Degen stated that the purpose of the discussion was to expedite the process to fulfill the RFP commitments. Griesinger asked if the Town is going to cover the infrastructure costs. Mr. Degen noted that the Town part in the RFP as it stood was with the GELD property. The other private property then the infrastructure costs goes to the developer. Mr. Kelly, of GELD stated that he would like the process wrapped up and a P&S by Spring Town Meeting. Discussion ensued as to what Capstone's next step was. Mr. Degen instructed Capstone that they needed to see if they could do the project as proposed, taking the zoning changes approved at Town meeting into account. Mr. Webber, resident stated that things change that is not in the RFP then it is illegal and a new RFP would have to be distributed. Mr. Hamilton asked if the P&S was to be produced by Capstone. Mr. Degen responded that it was Capstones responsibility to present a P&S. Mr. Dillon reminded the board that a P&S was prepared before, initiated by GELD but never signed. Mr. Griesinger asked for clarification on the zoning changes and the impact on the RFP proposed by Capstone. Mr. Degen stated that Capstone needed to come back in on October 6th to tell the Board if they could or could not do what they proposed, in line with the new zoning.

LIQUOR LICENSE REGULATIONS

The public hearing was continued in order to correct wording.

TOWN MANAGER GOALS

Mr. Dillon asked that the Board submit comments and then the goals would be discussed at the next Board meeting.

TOWN WARRANT

Mr. Degen stated that the public hearing join meeting scheduled with FINCOM would be held on September 22, 2008.

INTERIM ADMINISTRATIVE OFFICERS REPORT

Mr. Ritter stated that the Lost Lake Sewer Committee met. Self Evaluations were sent out for all department heads. Mr. Ritter noted that there was a department head meeting on the 24th.

LIASON REPORTS

MR. Dillon commented that the union negotiations with SEIU were wrapping up. Mr. Cunningham commented on the Squannacook River Water shed Project and the fed money that was available.

MINUTES

Mr. Schulman moved to approve the September 2, 2008 Executive Session Minutes not for release. Ms. Eliot seconded the motion. Motion carried one abstention.

ADJOURN

*Mr. Cunningham moved to adjourn into Executive Session at 9:45 p.m. for the purpose of discussing of discussing Collective Bargaining and not to return to open session. Ms. Eliot seconded. Roll Call-Schulman-yes; Dillon-yes; Cunningham-yes; Eliot-yes; Degen-yes.
Ms. Eliot seconded. Meeting adjourned.*

Approved: _____
Anna Eliot, Clerk

respectfully submitted,
Patrice Garvin
Administrative Assistant

Date Approved: 10-27-08