

MINUTES

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BOARD OF SELECTMEN

NOVEMBER 17, 2004

SPECIAL SESSION

Call to Order

The Board of Selectmen convened in open session at 6:00PM in the Community Room of the Chenery Middle School. Dr. Paul Solomon served as Vice Chair of the Board, Selectman Brownsberger and newly appointed Selectman Firenze were in attendance.

Action by Appointment

Election of Officers

The Board elected its officers following yesterday's special election through the Annual Town Election of April, 2005.

Selectman Brownsberger moved to nominate Selectman Paul Solomon to serve as Chairman of the Board.

The motion passed unanimously (3-0).

Selectman Firenze moved to nominate Selectman Will Brownsberger to serve as Vice Chairman of the Board.

The motion passed unanimously (3-0).

The Board determined its various ex-officio committee appointments and related assignments.

There was an identification of the following committee assignments:

Warrant Committee – Solomon
Capital Budget Committee – Firenze
School Committee Collective Bargaining – Firenze
Permanent Audit Committee – Brownsberger
Vision Implementation Committee – Solomon
LEPC – Brownsberger

The Board moved: to adopt the assignments as listed above.

The motion passed unanimously (3-0).

Discussion of Town Administrator Transition

The Board discussed its role in assuming various operational and management responsibilities during the transition of the Town Administrator position between the Town Administrator's departure and the Board's appointment of a permanent Town Administrator.

The Board agreed that it shall meet every Monday night during this transition period at 7:00PM (with the exception of holiday when it shall meet Tuesdays) with the understanding that the first one half-hour will be devoted to operational and management issues. The Board agreed that it would schedule routine meetings at 7:30AM on Thursday beginning on December 9th through April 1, 2005. The Board also agreed to hold office hours every Monday evening from 5-7PM when there is a scheduled Selectmen's meeting.

The Board moved to adopt the following assignments within the categories established in the draft entitled "Division of Town Administrator Responsibilities Among Board of Selectmen".

Category 1 – Paul Solomon

Category 2 – Will Brownsberger

Category 3 – Angelo Firenze

The motion was approved (3-0).

The Board also resolved to be available on an emergency basis.

The Board discussed holding general planning meetings on the following dates: 12/3 at 12:30PM and 12/10 at 9:00AM.

Other

The Board considered a request from the Fire Chief to replace the vacant administrative Assistant position in the Fire Department.

The Board moved: to approve the filling of the Administrative Assistant vacancy in the Fire Department.

The motion passed unanimously (3-0).

Public Hearing: Application for Sign Special Permit, CVS, 270 Trapelo Road

The Board convened in a public hearing on the application for a special permit on signs for the new CVS facility on Trapelo Road.

The applicant was present to review the request. The Director of Community Development was present to review his recommendation for approval.

A resident on Bartlett Avenue expressed concern over the visual impact of the signs, especially given the limited screening for the development. The Board requested that the landowner and developer be made aware of the resident's concerns.

The Board moved: to approve the permit, with the understanding that the developer shall work to address the visual impacts identified by the resident of Bartlett Avenue.

The motion was approved unanimously (3-0).

The Board remained in session throughout the Warrant Committee meeting.

The Board considered its position on Articles of the Special Town Meeting Warrant.

The Board moved: to support Article 2 relating to the Town Treasurer charge..

The motion was approved unanimously (3-0).

The Board moved: to support Article 7 relating to the appropriation of funds for a town telephone system.

The motion was approved unanimously (3-0).

The meeting was adjourned at : PM.

Melvin A. Kleckner, Town Administrator
Clerk, Board of Selectmen