

Town Government Study Committee

July 22, 2015

Great Hall

Committee: Babson, Gross, Ulfelder, Page, Goldberg, Perlmutter, Sereiko at 8:15 pm

Staff: Nagle

At 7:32 Katherine Babson called the meeting to order. She inquired if there were any citizens to address the committee. There were none.

Babson asked committee to approve minutes of 7/8/15. The minutes were approved for posting to document library and webpage.

#### Review of Board/Committee Meetings

Advisory Committee – Page reported on appearance before Advisory Committee on 7/15. The discussion was focused on the Budget Memo. Advisory posed questions relative to their role and the expected roles of Boards in the budget review process. Rich said the questions were helpful to assist in fine-tuning the Budget Memo to be comprehensive. It was noted that Babson had shown slides on the spectrum of authority for Town managers and showed where the town currently existed and where the town will end up if the position of Town Manager is approved.

Board of Selectmen - Babson reported on meeting she observed of Board of Selectmen in discussion with NRC. Still need to clarify proposal elements to clear up misinterpretations of the proposal as to Land Use division and authority of Town Manager. Babson suggested to the NRC and the Selectmen that the Committee would welcome “a name” for the Land Use Division and suggestions for changes to the definition of the purposes of the division proposal to identify the benefits of the division structure.

Needham Selectman – Gross reported on a meeting with a member of the Needham BOS. He was involved with the transition to Town Manager in Needham.

- Needham has not seen any decrease in volunteerism under the TM structure; in fact it is easier to match volunteers with opportunities.
- He emphasized that the search process for TM is a significant event and deserves serious consideration. They hired an internal candidate, but only after a full search process.
- Significant that Needham made the change after a committee did not make a recommendation, but the existing Town Administrator felt that he did not have appropriate authority to carry out his job. The TA left to become a TM in another community. The BOS then led a process to change to Town Manager and ultimately garnered 85% citizen support for the change.

- Cost efficiencies- He thought any cost efficiencies are prospective. No reduction in head count, but possible avoidance of additional personnel due to ability of TM to manage assignments and work load across town.

Sustainable Energy Committee – Babson reported on meeting with SEC. Two competing ideas discussed: a) adding SEC to LUD or b) Creating a Division of Environmental Affairs for NRC, Wetlands, SEC (TGSC has voted no support for this idea). SEC is concerned with what organizational structure will best support its mission. No resolution of this debate at the meeting.

Budget Memo – Page working with feedback to tighten Budget Memo and edit to reflect current and proposed process more clearly. Suggestions were made to create an executive summary page with bullets and/or to add heading titles to text to guide reader through the document. He expects to have it finalized by the Sept 8 rollout date.

Personnel Memo – Babson reported that she is working with Pete to finalize a draft memorandum on proposals re: Human Resources. They will check memo to be sure it is consistent with the language in the draft special act. She will circulate the memo for discussion at the Aug 5 meeting.

Special Act – Babson has met with Town Counsel to develop Special Act language to implement recommendations. The Draft language is almost complete and she will circulate it for discussion at the meeting August 5.

TBL Amendments – Babson and Goldberg are working on TBL amendments. This work needs to follow Special Act language to see what need to be changed to be consistent with Special Act and other proposals.

#### Changes to Draft Recommendations

Perlmutter moved to reconsider recommendation to have Assessors, Health and Public Works to become appointed with the appointment process to be a joint appointment by BOS and affected board, (initial recommendation and process voted at July 8 meeting). (7-0 in favor of reconsidering the recommendation and process)

Babson moved to retract recommendation to appoint Assessors, Health and Public Works.

Ulfelder requested that the vote on Public Works be deferred until a later time. He strongly argues for a committee to evaluate the composition and authority of the BPW in a Town Manager structure.

Various committee members agreed that the proposal to change Assessors and Health to appointed is a distraction to the main effort towards town manager. They continue to support the idea of appointing these two boards, but recognize the practical effect of making that change as this time is politically distracting.

VOTED – 7-0 To not take any action on changing elected status of Assessors and Health, while still including this recommendation as part of the report.

Perlmutter MOVED to approach BPW to gain their support for a moderator appointed committee to study in depth whether BPW should be elected or appointed or whether this board should be discontinued and have their authority redesignated. Action on the TGSC recommendation on appointment of BPW will be held until this discussion can take place. VOTED 7-0

## ADMINISTRATIVE

### Babson

- schedule for meetings through fall and public hearing dates were emailed . TGSC committee meetings will change to Tuesdays after Labor Day to allow meeting with Advisory on Wednesdays as needed.
- Public Hearings – dates have been set – 2 for Boards and Committees; 3 for TMM and general Public. Hearings will be cablecast. Will attempt to set up mechanism for remote questions to be sent to TGSC email and answered at the hearing in real time.

### Gross

Cable tapings – Gross is working with Donahue to develop two or three segments for taping for cable showings in the fall. 1. Land use division – Babson, Donahue and Brooks – 20 minutes; 2. Town Manager – Babson, Page, Gross, Ulfelder – 30 -40 minutes; 3. Other recommendations – may be rolled into the first two segments or have a shorter segment TBD

Looking for moderator to lead the sessions.

Babson asked Marjorie Freiman to report on BOS activities

BOS meeting of Aug 3 will discuss Town Manager recommendation

BOS meeting of August 10 and 17 will discuss Land Use Division recommendations

BOS is moving ahead to develop process to coordinate Strategic Plan and Comprehensive Plan with the Planning Board to work cooperatively for those sections where their interests are aligned. BOS may seek consultant money at STM 2015 to begin the work.

NEXT full Committee meeting August 5.

ADJOURNED 9:15 pm.