

**Select Board Meeting**  
Thursday, August 12, 2021 8:30 AM  
Virtual Meeting to be Recorded

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**I. Call to Order**

Chairperson Chris Huntress called the Select Board Meeting of Thursday, August 12, 2021 to order at 8:30 AM. Other members in attendance: Annie Gilbert, Laura Gregory, Alex Vispoli, and Dick Howe.

**Others in Attendance:** Town Manager Andrew Flanagan, Assistant Town Manager Patrick Lawlor, HR Director Jessica Porter, Town Counsel Tom Urbelis, Town Clerk Austin Simko, and Atty. Keston.

The meeting began with the Pledge of Allegiance.

Chris Huntress reported that there will be a meeting of the Select Board on Monday, August 16, 2021 where public comment will be welcome.

**II. Regular Business**

A. Town Manager Review Process

Board to review and approve Town Manager Review schedule and evaluation instrument.

The Select Board will be using the same evaluation instrument as in prior years but with the added opportunity to approve the goals themselves. An updated project report will be provided to the Board.

Andrew Flanagan provided the following information on the schedule for the Town Manager's Review.

July 19, 2021:	Update on the Town Manager's Goals was provided to the Board.
August 12, 2021:	The Select Board to approve the process.
August 20, 2021	The Town Manager to send the goal documents to the Board.
September 3, 2021:	Select Board to submit completed review to the HR Director.
September 20 <sup>th</sup>	Select Board to vote on the Town Manager's review.
TBD	Select Board Goal Workshop

The Board was asked if there were any questions about the timeline or process. Alex Vispoli said it is consistent with what has been done in the past.

Alex Vispoli moved to approve the process as outlined. Motion seconded by Dick Howe. Roll call: Alex Vispoli-Y, Dick Howe-Y, Annie Gilbert-Y, Laura Gregory-Y, Chris Huntress-Y. Motion passes 5-0.

**III. Consent Agenda**

**A. Appointments by the Town Manager**

Dick Howe moved to approve the appointments by the Town Manager as listed in the Consent Agenda. Motion seconded by Annie Gilbert. Roll call: Alex Vispoli-Y, Dick Howe-Y, Annie Gilbert-Y, Laura Gregory-Y, Chris Huntress-Y. Motion passes 5-0.

<b>Department</b>	<b>Name</b>	<b>Position</b>	<b>Rate/Term</b>	<b>Date of Hire</b>
Facilities	Michael LaPlante <i>(David Ouellette)</i>	Materials Coordinator	\$76,018.56/yr.	8/17/2021
Community Services _ Recreation	Owen Miller	Seasonal	\$14.00/hr.	7/20/2021
Community Services – Recreation	Meghan Dellea	Seasonal	\$12.75/hr.	7/20/2021
Economic Development Council	Ed Gundrum	Member	Term Expires 6/30/2024	8/12/2021

**IV. Approval of Minutes**

A. Board to approve minutes from the following meetings:

1. May 3, 2021
2. August 2, 2021

Annie Gilbert moved to approve the meeting minutes of May 3, 2021 and August 2, 2021 as submitted. Motion seconded by Dick Howe. Roll call: Laura Gregory-Y, Annie Gilbert-Y, Dick Howe-Y, Alex Vispoli-Y, Chris Huntress-Y. Motion passes 5-0.

**V. Executive Session**

Alex Vispoli moved that the Board vote to go into Executive Session pursuant to Purpose 3 for confidential communication with Counsel to discuss strategy with respect to litigation filed by William Fahey and that the Chair declare that an open session may have a detrimental effect on the litigation position of the Town, and not to return to open session. The Chair so declared. Motion seconded by Laura Gregory. Roll call: Laura Gregory-Y, Annie Gilbert-Y, Dick Howe-Y, Alex Vispoli-Y, Chris Huntress. Motion passes 5-0.

**VI. Adjourn**

At 8:43 AM the Select Board adjourned from Open Session and moved to Executive Session not to return to Open Session.

Respectfully submitted,

Dee DeLorenzo  
Recording Secretary

*Pursuant to S.2475 “An Act Relative to Extending Certain COVID-19 Measures Adopted during the State of Emergency,” which was enacted into law on June 16, 2021, this meeting of the Select Board will be conducted via remote participation to the greatest extent possible.*

*Every effort will be made to ensure that the public can adequately access the proceedings in real time via technological means. In the event that we are unable to do so despite our best efforts, we will post on the Town’s website an audio or video recording, transcript, or other comprehensive record of the proceedings as soon as possible after the meeting.*