

The Board of Selectmen met on Tuesday, August 19, 2014 beginning at 4:45p.m. in the Main Meeting Room of the Town Hall. The following members were present.

Mark Gallivan, Chairman
Christopher Timson, Vice Chairman
Nancy Mackenzie, Clerk
Clifton Snuffer
James Stanton

Also Present:
James Johnson, Interim Town Administrator
Cindy Berube, Executive Assistant

ANNOUNCEMENTS

SPONOSERED AGENDA ITEMS

Interview Consultants for Recruitment of the Town Administrator

As Mr. Boynton has left Walpole to work in the Town of Medway. The Board is interviewing candidates for recruitment of a new Town Administrator.

8-18 Municipal Resources, Inc. Meredith NH

Mr. Alan Gould is representing the company. He spoke of the numerous towns they have been involved in the hiring of a Town Administrator. He explained they interview the Selectmen as well as others to understand the requirements and expectations.

Mr. Snuffer spoke of the Board still debating on whether they should have a Selectmen Committee of a seven member committee with two Selectmen.

It is your decision; do not care about the selection committee. We will work with the group but you make the decision.

There was discussion about residency requirements. He noted that can be a hurdle. You may lose candidates as they do not want to move from the current home.

Mr. Snuffer discussed what he is looking for in a new Town Administrator. Someone who has knowledge of health insurance, OPEB, general experience, modern budget practice, proficiency in managing a team, working knowledge of laws, zoning, presentation skills, municipal hardware, contract negotiations. The person needs to be a jack of all trades.

Mr. Gould explained they write the ad and get the Board's input, run that for 30 days, we review. Score, send out essays. They go hand and hand that allows us to find what you are looking for. The essays go out and do internet search to find out about candidates, do telephone calls.

Mr. Timson expressed concern the pool of interested candidates has been thinned out.

Mr. Gould noted their history, good at finding that home run. There is a gap in Municipal managers, I am almost at the younger end then there is a gap. Mid to late 40's. A lot of good people in their 30's. We have identified people, we know who the top people are. Some are experienced and left their employer. Some have been number two and want to make the jump. They would advertise in the Boston Globe MIIA, MMA, Rhode island, Maine, NH, MCIA and local paper is going to be where you get the big hits. They only do a full background on an official offer candidate. The appointments have a good tenure. They really do not track them though. They do not rank the candidates. Usually the BOS has the final interview and make the decision based on that. If asked for feedback we will answer.

Each town has different makeups and charges for their screening committee. Working through the process they know the town needs to have a manager but a leader as well. The candidates have part essay, phone interview and past performance are all considered.

It takes about two weeks to put a profile together. The first step is to get the Advertisement. That does not mean that you can not get input from the community. The more we are around the community the more we learn. You could have time on the Agenda for people to come in to say what they would like to see.

It was suggested they may want candidates to review some videos. Show the applicant to view various videos to see how they would react.

Mr. Snuffer asked if they would entertain a fixed price? Yes

Mr. Gallivan questioned if a town struggles what are those things.

When the process interferes with the process. We have marks we want to hit. It is very competitive. Want to be sure you don't get so involved in the process. We will identify the best candidates. We do not want any unnecessary process to interfere. There may be candidates from the private sector.

Richard Kobayashi, Senior Associate explained the biggest risk you face in choosing a TA, is the best person from an average pool. Our job is to make sure you are not in that position. To be sure you have 3-5 candidates. You need to deal with which one of these people will be the best fit for you and the town. We do not have favorites, every search is a new search. Many outreach. Has the Board decided on whether or not having a screening committee? We typically work with a screening committee. If it were not with the Open Meeting law. Only by having a screening committee can preliminary candidates interview in confidence. If you can't do that you reduce the number of candidates.

What is important the values that the screening committee are reflective of this Board. We have done this 35 times, 32 with screening committee.

All recruiters do the same thing. Where they place the emphasis. It is important for this Board to figure out and articulate what the community faces and what kind of leadership the new incumbent will need. If that is done early on we know what to go after.

Our first step is to meet with you and you have to vote the language in the recruitment document. Once we have that we go out and recruit and bring to screening committee. Mr. Snuffer disagrees with a screening committee. He does not understand why the Board would want to make themselves minorities in the process.

Mr. Kobayashi stated each town has their own history, each is facing a different set of challenges, and in some land use is a big issue. In other town land use is not an issue. The roles are played by the TA vary from town to town.

Mr. Snuffer spoke to it should be the development of Walpole's need and priorities. When an organization chooses a leader they choose a path. Did you ever entertain a firm fixed price for a contract?

Mr. Kobayashi explained we have entertained that we can negotiate, the biggest variable, the way we do our work, we commission background checks on all candidates, and the cost of this check, is about 400 a head, and we do not know how many candidates need to be checked. We can do a firm fixed price if we cut out that piece.

Mr. Timson would prefer to work with the BOS directly, in a situation where we can't provide confidentiality to our applicants, your pool will shrink. Noted the law.

Mr. Kobayashi we are all municipal experts, we are not a for profit enterprise. We want to have a continued relationship with Mass. We understand how Mass municipality function. We understand Town Meeting, BOS, TA, Fin Com structure and process. Our knowledge is broad and deep.

Mr. Timson asked in terms of philosophy, how do you find, the diamond in the rough. There have been a slew of searches recently and think they could be depleted.

Mr. Kobayashi one asset Walpole has you have people in these jobs for a long time. Walpole is a stable community that you pay good money, the previous incumbent been more than a decade is very attractive. When we get thru the profile, we call people and let them know. Sometimes that draws people. About 80% of their jobs has been looking for a Town Administrator.

Mr. Stanton, looking at your RFP, Collins center part of UMASS Boston. How did the Collins Center get into this recruiting?

In 2008 Collins center was adopted by the legislators. They decided there should be a consultant base. Improve the decision making of Municipalities in choosing top rated people. In the 5-6 years we have completed 200 projects and about 40 of them were recruitment. Mr. Stanton noted their firm recruited for Medway, is there a conflict as our old Town Administrator is now in Medway. Mr. Kobayashi stated he was not involved in that process. Our firm did not seek out your Town Administrator.

Mr. Kobayashi as far as a screening committee, you are elected by the town to make important decisions. If you have a screening committee, think of them as a surrogate for the Board. Some Boards feel it is important not to have members. They want people that know how the organization works. Other places a Board feel that 1 or 2 of their own should be involved.

There is a variety of ways to do this. You will only see the ones they advance. You will not see the resumes of those that are not. It is not helpful to have citizens. Some times an HR executive that has done a lot of hiring. That can be beneficial. We had a group of ten and that was difficult.

When we prepare the profile, I will spend an hour to 90 minutes with each member and ask each one of you what kind of management do you want and leadership. Kind of work that into the profile. Towns can struggle with articulating in the beginning what they are looking for. Failure to really focus on what you want.

Mr. Snuffer would like some of the following desirable skills. He would like the candidate to know health insurance, OPEB, general municipal experience, modern budget practices, working knowledge of general laws, zoning laws and more.

Mr. Kobayashi noted on the process if you go the screening committee route, they will get a book of resumes, portion that we think we should consider for preliminary interviews. The Screening committee gets a comprehensive list of everyone who has applied. Do not have favorite candidates. It is your job to decide.

For Sharon, Medway, Foxboro very strong pool. I think you will get good candidates.

8-32 Use of A. Farm

MOTION moved by Mr. Timson to approve the use of A. Farm on August 23, 2014 by Sean Murphy seconded by Mrs. Mackenzie, VOTED 5-0-0

8-29 A-Frame, Epiphany Parish

MOTION moved by Mr. Timson to grant permission for Epiphany church to place an A-Frame on the Common from 10/18 to 10/31, seconded by Mrs. Mackenzie, VOTED 5-0-

8-30 Block Party

MOTION moved by Mr. Timson to approve the Block Party for September 6, 2014 from 5-10 pm at the corner of Benny and Highland, seconded by Mrs. Mackenzie, VOTED 5-0-0

8-31 One Day All Alcohol, Fancy That

MOTION moved by Mr. Timson to approve the One Day All Alcoholic license for Fancy That, 272 Main Street, seconded by Mrs. Mackenzie, VOTED 5-0-0

8-26 MAPC Appointments

MOTION moved by Mr. Timson to appoint Stephanie Mercandetti as the town of Walpole's representative to MAPC and James Johnson as the alternate, seconded by Mr. Snuffer, VOTED 5-0-0

8-27 A-Frame, Girl Scouts

MOTION moved by Mr. Timson to grant permission for the Girl Scouts to place A-Frames on the Common from 8/23-06 and 8/30-9/4, seconded by Mrs. Mackenzie, VOTED 5-0-0

The Board would like to have the Girl Scouts perform Color Guard maybe once a month. Suggested we give it a try and see how it goes.

8-33 Street Acceptance, Intend to Make layout and Public hearing

MOTION moved by Mrs. Mackenzie that the Board of Selectmen intend to make a layout for:

York Circle, Atalantic Court, Dew Drop Way, Lexington Dr., Anderson Way, Hound Pack Circle, mansion Drive, Millbrook Ave, Norton Ave and Hartshorn Road,

Seconded by Mr. Timson, VOTED 5-0-0

MOTION moved by Mrs. Mackenzie that the Board of Selectmen will hold the public hearings for said streets on September 16 at 7:15p.m, seconded by Mr. Timson, VOTED 5-0-0

The Board noted there is a hearing for a used car license. Mr. Snuffer recalled the Board wanted to have a workshop or a segment of one our Agendas to discuss RT1A used cars. Nm the right way to do it. At some point get some advice from Economic Development.

Mr. Timson suggested we should charge them with reviewing the current licenses we issued. And the process of other communities. There is a saturation point. Assign EDC to look at it. Give them three months. What is our saturation?

The Board took a recess.

7:05 reopened meeting . Mr. Gallivan explained to the audience they were interviewing search firms to help us with TA appointment.

8-20-8-23 , 8-35 Candidates for Committee of Alcohol and Drug Awareness

Joseph Moraski noted you have five interested person in applying, I understand there is a 6th person who is applying. She has sent in her resume. I am willing to not be appointed to this committee if you want to keep it at 5. I would stay active and help out any way I can. If you want the membership at 5, this person has not been on any and I would like to see someone new. This Committee can fundraise.

Mrs. Chapell noted, or you can increase the membership. She explained that all applicants are very active on the coalition.

MOTION moved by Mr. Snuffer to increase membership on the Committee for Alcohol and Drug Awareness to 7, seconded by Mrs. Mackenzie, VOTED 5-0-0

MOTION moved by Mrs. Mackenzie to appoint J. Moraski, Carol Johnson and Beverly Marston to a three year term on the Committee for Alcohol and Drug awareness, seconded by Mr. Snuffer, VOTED 5-0-0

MOTION moved by Mrs. Mackenzie to appoint Gregg Texerino and John Papirio to a two year term on the Committee for Alcohol and Drug awareness seconded by Mr. Snuffer, VOTED 5-0-0

MOTION moved by Mrs. Mackenzie to appoint Kristin Seastrand one year term on the Committee for Alcohol and Drug awareness seconded by Mr. Snuffer, VOTED 5-0-0

8-24 7:15pm Public Hearing, Class II license, 1-A Auto Clinic

The Board is being asked to grant a used car license for property located at 1449 Main Street. The applicant currently holds a license for 5 vehicles at the property next door. The applicant has been to the Planning Board #14-3 and Zoning Board #06-14. For Site Plan and Special permit.

MOTION moved by Mr. Timson, to open the public hearing, seconded by Mr. Snuffer, VOTED 5-0-0

John Nassar is seeking a used car license. He stated he acquired the property next to his at 1449 Main Street. He is hoping to use it as a used car lot instead of the Gas station. He is asking to sell 16 vehicles.

It is noted the Site Plan there can be 16 automobile storage. There is a building on – site.

Mr. Snuffer, in looking at the plan itself. Do people live there? How many are used as apartments. Mr. Nassar stated there are tenants upstairs and one of my employees live downstairs.

You went before the ZBA and Planning Board did they look at this as you do not own the building. Is that parking coming in from Williams Street?

So you have Employee parking one handicap space. Are these your employees? The parking off Williams Street for employee parking. When you are applying for 16 you are taking the 16 from number 25. I went there and there were a number of vehicles there. As the owner of the Gas station and leasing the neighboring property. How would I interpret the cars that I see on your garage?

Mr. Nassar stated those will not be autos for sale. He will surrender the license at the gas station. We would be granting a license to a lease holder.

Mr. Timson questioned how long is the lease, year to year. Mr. Timson so you are going from 5 used car sales to 16. The vehicles will be serviced on your gas station. Mr. Nassar, Yes

Mrs. Mackenzie, in your letter to us, you recently acquired. So it is a lease, you do not own the property. Mr. Nassar, yes. Mrs. Mackenzie questioned, why is this a good idea for the neighbors and Town. Mr. Nassar when I park the 5 cars for sale. The lot next to me is larger and cleaner. So I can park the ones I want to sell on the side. I can park my repair cars where the 5 cars where. Have more cars for sale.

Mrs. Mackenzie asked what is the benefit to the town and neighborhood behind it. Congestion with the autos. Discussed with the police station.

Mr. Nassar does not see a problem. What would be your concern. Mrs. Mackenzie asked, if you live next door, what would be the benefit to living next door. Mr. Nassar it is on Main Street, none of the neighbors have a problem. You are looking at a parking lot and change uses.

Mr. Holmoko of Marion Street owns the property behind the gas station, to him it is a benefit if the used car business went off to the side. We would not have the traffic. It would be a benefit.

Mr. Stanton stated he sat on the ZBA when the decision was made. He will not vote. There was another issue you had with Mr. Nassar. Fencing the commercial zone and our backyard. He put up a new fence. No other major issues. Lighting and cameras were addressed.

Mr. Snuffer questioned, how many businesses are going to be run on .37 acres? Are there businesses in that building? Mr. Nassar no. Mr. Snuffer asked are you planning a showroom environment type. Mr. Nassar, no. Your business venture, the 16 cars will have a relationship with the office. One business.

Mr. Timson noted you are asking us to triple the size of your place. Would it be problematic for us to double the amount and review it later. Mr. Nassar stated he has no problem with that.

Mr. Snuffer noted, we have a Board approved 16 in the ZBA and Planning board approved 16.

Mr. Timson stated, one thing that we have expressed is when do we reach the saturation in that area. Whether there is a need for more. You're a businessman and we want to help business out. The area is kind of getting saturated with used car licenses.

Mrs. Mackenzie the question is why we want to do it. I did not hear these cars are flying off my property. Decide if the license is a good use of that space. I do not think it is. I have not heard that. I do not think there is a need to switch the license over. Just because you come to us does not mean we have to do it. No proven the need.

Mr. Timson, wishes the Board was not the last, there is a lot of money and effort into it. Beneficial if we move this over. Not heard from anyone else on the street. Makes sense to see how it goes. Give him 10.

Mr. Snuffer indicated that he has been on the property, it has been used in this manner for some time. As much as I hate being the backend of the process. We do

not provide enough guidance, relative to the quality of life issues. If we see the individual agreeing to ten . Then we can take up Mrs. Mackenzie's and Mr. Timson's conversation about saturation. What we need to do about it. Make a clear statement about where we stand.

MOTION moved by Mr. Timson to close the public hearing, seconded by Mr. Snuffer, VOTED 5-0-0

MOTION moved by Mr. Timson to grant a license a for 10 vehicles on the property on 1449 main Street, One A Auto Sales subject to the license for 1439 main street that is withdrawn as long as there is a license on 1449 Main Street and to abide by the Zoning Board of Appeals and Planning Board's decisions, seconded by Mr. Snuffer VOTED 3-1-1 (Mrs. Mackenzie opposed, Mr. Stanton abstained)

Mr. Timson these are renewed on a yearly basis. Request an increase. Mrs. Mackenzie all the process you go through . You can ask during renewal for 16 vehicles.

8-25 Stephanie Mercandetti, MAPC Technical Assistance

MOTION moved by Mrs. Mackenzie to endorse the Technical Assistance Grant with the MAPC for the downtown Walpole strategic action plan scope of work , seconded by Mr. Snuffer, VOTED 5-0-0

7:40 OPEN FORUM –No One present.

8-26 Change of Location on Voting

Janice Young is a warden at the High School. She had spoken to the Town Clerk and he suggested she speak with the Board. The High School would have 6,000 voters, the turnout is about 600 voters, the state election 3,900 voters. The federal will be 5,100. The town election in June is around 10-25%. Voting takes place on the first Saturday of June.

Vote taken by this Board to Blackburn hall and move election. With the override question on the ballot. The school will be in session in September but not on the State election. I believe the Blackburn Hall will hold the Primary but not the State election.

Condition of the building outside and inside, heat. There are many complaints from voters, parking etc. There is an elevator in Blackburn hall. We also held a representative race for one.

November is a different story and the High School is empty that day. The School department will not allow us to use the schools. Unlike the elementary schools, we

can vote in session. I have tried to educate voters on this issue. Good check and balance system. Accessibility and parking work better at the High School. This November there will be an override question. I believe we as a community we need to encourage people to come out and vote. There will be 100 or more voters waiting to vote. I do not believe there is any way for me to handle the crowds. Maybe the School department can work with the Town Clerk.

I would suggest splitting the voting and use library and senior center. Mr. Fucile is aware of this issue. We do not have a solution we agree upon. Scheduled a meeting with School Department with regards to the use

Mr. Gallivan thinks there is no good answer. One issue I have is polling locations bounce around.

Mr. Snuffer noted with respect to the schools I do not know the issue. We have a responsibility to give reasonable time to tell voters where to vote.

Mrs. Mackenzie agrees it gets dark outside the Blackburn hall. She had concerns when we talked about it regarding access. I know we do not want to jump around. We need a better solution, we do not have enough room. Space in this town is not here. Not a good solution. We need a better solution to vote. Maybe after the election we can give you a better place. We have to look at lighting which is a huge priority.

Mr. Timson explained the one thing I point out if we split up the precincts it seems to create more confusion.

Mr. Fucile needs the workforce to get it done on the 9th and 4th of November. Fire department will put the lights on. He is hoping between themselves they will not let this fail. I know we can make it work. We have to make it work, because we do not have anything else.

8-34 Fall Town Meeting Warrant

The Board reviewed briefly the contents of the Warrant.

MOTION moved by Mr. Timson to close the FTM warrant, seconded by Mr. Snuffer
VOTED 5-0-0

Town Administrator's Report

Free Cash almost finalized will likely be sending it into the DOR for certification next week.

Request to award bid-Plimpton School

MOTION moved by Mr. Timson to award the Bid 2015-02A for renovations to Plimpton School, seconded by Mr. Snuffer, VOTED 5-0-0

EXECUTIVE SESSION

Mr. Gallivan read the following statement.

Chairman's Statement

É Under G.L. C.30A, §21(3) to discuss strategy with respect to litigation

É That a discussion of the foregoing issues in open session could compromise the purpose for the executive session ; and

É That the Board of Selectmen shall return to open session at the conclusion of the executive session for the purposes of adjourning,

MOTION moved by Mrs. Mackenzie to enter Executive Session for the purposes and reasons stated by the Chairman and the board will return to open session at the conclusion of the executive session for purposes of adjourning seconded by Mr. Timson, VOTED Roll Call Vote: Mr. Snuffer-Aye, Mr. Timson-Aye, Mr. Stanton-Aye, Mrs. Mackenzie-Aye and Mr. Gallivan-Aye

MOTION moved by Mrs. Mackenzie to adjourn at 9:10 p.m. seconded by Mr. Snuffer, VOTED 5-0-0