

TOWN OF ADAMS, MASSACHUSETTS
ADAMS TOWN HALL BUILDING, 1st FLOOR, ADAMS, MA 01220

BOARD OF SELECTMEN WORKSHOP MINUTES 05/23/2018

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CALL TO ORDER: The meeting was called to order by Chairman Duval at 6:00 p.m. Members Blanchard, Hoyt and Nowak were present. Member Bush arrived at 6:34 p.m. Also in attendance was Interim Town Administrator Cesan.

NEW BUSINESS:

Discussion on Sub-Committee and Liaison Assignments: Chairman Duval reviewed the process of assigning sub-committee and liaison positions for Board of Selectmen Members. The distinction between sub-committee and liaison positions was made.

At 6:15 p.m. Chairman Duval recused himself and Vice Chairman Nowak led the meeting.

A review was made of the sub-committee and liaison positions Members wanted to participate in. It was noted that a review of the committees was needed determine what committees are needed. A recommendation to review the Board of Selectmen Handbook was made. A request was made to keep the Greylock Glen Sub-Committee the same as the Town is at a critical point with the Delegation and Interim Town Administrator Cesan, Chairman Duval and Vice Chair Nowak are working closely together on this. Recommendations were made to change the Downtown Sub-Committee to Economic Development, and to include Member Bush on it. A request was made to invite Stephen Stenson, Corey Bishop and Peter West to a Board of Selectmen meeting to give an update on the Mausert and Jones Block development projects. Discussion ensued regarding rolling the Human Resources Sub-Committee into the Public Safety Committee after it is better defined. Interim Town Administrator Cesan will work with the Parks, Recreation and Youth Sub-Committee to address problems. An Alternate Energy Sub-committee could overlap with climate adaptation and resiliency initiatives being worked on.

At 6:25 p.m. Chairman Duval rejoined the meeting and continued leading the meeting.

The purpose of the Municipal Planning Organization and its duties were explained. The Annual Appointment List will be provided to the Interim Town Administrator for review, and the initial documents forming the Adams Arts Advisory Board and Economic Development Commission will be provided to the Board of Selectmen. A recommendation was made to create an Appointments Committee to review and interview applicants for Boards and Committees. The new Zoning Board of Appeals appointment process was briefly reviewed.

At 6:34 p.m. Member Bush joined the meeting.

Concerns were expressed about vetting applicants and how to handle personality issues in the process. The importance of the Zoning Board of Appeals and the liability of its decisions were discussed. A recommendation was made to create Standard Operating Procedures for how the Board handles appointments. It was noted that each Board and Commission has different needs which will need to be outlined. The level of knowledge needed for the Conservation Commission and Zoning Board of Appeals was pointed out to be extensive as the decisions made impact the community. Currently complaints go to the state level, and complaints need a level of review before going to the state. Use of Social Media by community members as part of a complaint process was noted. The Facility Committee will be reviewing the Town buildings and structures, such as the Salt Shed, and C.T. Plunkett School, and will make recommendations for building maintenance. A recommendation was made to redefine the Capital Planning Committee rather than having a Sub-Committee. In recent years the Sub-Committee


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worked with the Town Administrator on Capital Projects and reported back to the Board. The Charter Sub-Committee was noted as being on hold while the laws are reviewed. Once reviewed, the Board will appoint a Charter Committee. The Open Space Plan was noted as needing to be worked on as it expires in December.

ADJOURNMENT: *Motion made by Member Blanchard to adjourn the meeting, second by Member Hoyt, Vote: Unanimous. Meeting adjourned at 7:10 p.m.*

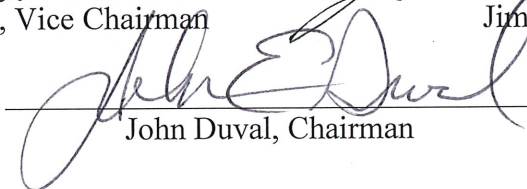
Respectfully Submitted by Deborah J. Dunlap,
Recording Secretary


Richard Blanchard, Member


Christine Hoyt, Member


Joseph Nowak, Vice Chairman


Jim Bush, Member


John Duval, Chairman