

Town of Boxborough
Well-Being Committee
Meeting Minutes, May 21, 2014

Meeting called to order at 9:00am.

Attendees:

Susie Allen, **Member at Large**
Channing Wagg, **Member at Large**
Jim Gorman, **Selectman**
Liz Markiewicz, **Chair**
Gail Walsh, **Guidance Counselor Blanchard School**
Denise Monteiro, **Boxborough Department Assistant**
Pam Follett, **BOH**
Warren Ryder, **Boxborough Police Chief**
Kate Smyers, **Member at Large**

Handouts:

-Meeting Agenda

1. ATM was Approved
2. Next Steps for hiring a Social Worker for the position
 - Liz to reach out to Stow and Acton to find out their way of writing a job description, their posting of the job process and recruitment process
 - Discussed who the Social Worker will report to, possibly Liz, BOH, Well Being Committee, decided to make the decision next month after the BOH meets and discusses
 - Discussed the need to determine how many hours per week and pay rate
 - Discussed possible space for an office, needs to be confidential, possibilities are Town Hall, Police Dept, Fire Dept, Community Center
 - Funds will be available in July would like to hire someone by July 1st, committee will review resumes and 3 committee members will conduct the interviews
 - Would like to outreach to the public to let them know this resource will be available for them to utilize starting in July
 - Goal for next meeting is for Liz to have a Job Description and Ad for the job complete and ready for the committee to review
3. Next meeting scheduled for June 11 at 9:00AM

Meeting adjourned at 10:45AM

Elizabeth Markiewicz, Chair *Elizabeth Markiewicz* **Date: June 16, 2014**