

Minutes: Boxborough Town Government Study Committee: August 7, 2017

Morse/Hilberg Meeting Room Town Hall Approved 8/21/2017

1. The meeting was called to order at 7:30 am by Susan Bak Chair of the Committee. Present were: Susan Bak, Sheila Bauer, Jennifer Campbell, John Fallon, Selina Shaw (8:10) and Bob Stemple
Absent: Thom Begin, Hugh Fortmiller, Nancy Settle-Murphy
2. The Committee reviewed the Minutes of the July 31, 2017 meeting and voted unanimously to approve them.
3. The Committee reviewed the fourth draft of the PowerPoint presentation of the Committee's work and conclusions including the speakers' notes. Five "scenarios" have been created to give examples of how the future organization might work.
4. The Committee extensively reviewed the second draft of the Committee's Final Report. John will distribute an updated version incorporating the comments for discussion at the next meeting.
5. The Committee agreed that there should be "binders" prepared for the BoS for distribution when the Committee's report is presented. This would include:
 - a) Committee Final Report
 - b) Committee PowerPoint Presentation
 - c) Boxborough Board of Selectmen Roles, Responsibilities and Tasks ("RR&T")
 - d) Organization charts: 1999-2006; 2007-2018; proposed
 - e) MGL description of Strong versus Weak Police and Fire chiefs
 - f) Other ?
6. The working goal is to present the Committee's report to the Board of Selectmen on Monday September 11 with a back-up date of Monday September 25.
7. The meeting adjourned at 9:40 am
9. Next meetings: MONDAY August 21 at 7:30 am at Town Hall.
FRIDAY September 1 at 7:30 am at Town Hall (wrap-up meeting).

Respectfully submitted,

John Fallon
Clerk