

**Board of Selectmen Meeting
Minutes**

Date: Monday, October 4, 2010

Time: 6:32 p.m.

Members present: Peter McMurray, Dan Meunier and Joe Casey

Mike Ward and Clayton Carlisle were in attendance representing the Collins Center.

Collins Center Discussion:

Collins Center Representatives...

Eileen O'Neill Perrier – candidate House of Representatives...from Gardner has been very active....will be back on 10/13/10...

Agenda attached –

Mr. Ward...Notes short meeting tonight will need more time for the next session.

1. Personnel Handbook & Job Descriptions handbook will require a separate meeting...Has received approx. 75% of the information requested - Peter McMurray asked for the info still needed and told Mr. Ward to request information from Assistant to the Board of Selectmen...
2. Organizational chart – another version submitted and attached. Inquiry to Attorney General's Office...
3. To verify the organization re: Executive Powers of the BOS under the Civil Defense Act & Zoning Board of Appeals...
4. ? Feedback on the Draft Report....
5. Attendance List Attached
6. ? J.C.re: minutes
7. ? Land Use Agent....*Placement on the Chart*

Structure of Interim Town Proposal – Proposal presented (one page discussion).....

Purpose: - Setting a foundation – Reduce to writing the basic relationship – and develop a smooth course for the “successor” to follow in dealing with the Board of Selectmen & Town.....

Clayton Carlisle reviewed attached DRAFT of “Ashby Board of Selectmen Interim Administrator Work Plan”

Public Comments (if any):

2) Motion to adjourn at 8:12 p.m.

Motion: Dan Meunier

Seconded: Joe Casey

Vote: Unan

Signed by: _____

Joe Casey

Date: 10/4/10

Date Minutes Approved by Board of Selectmen: 10/13/10