



Minutes for April 2, 2013

OFFICE OF THE
BOARD OF SELECTMEN
TOWN OF MAYNARD

MUNICIPAL BUILDING
195 MAIN STREET

MAYNARD, MASSACHUSETTS 01754

Tel: 978-897-1301 Fax: 978-897-8457

Selectmen's Meeting Minutes

Tuesday, April 2, 2013

Room 201, Town Hall

Time: 7:00 pm

Present: Chairman Dawn Capello, Selectman Brendon Chetwynd, Selectman David Gavin, Acting Town Administrator, Kevin Sweet and Becky Mosca. Absent, Selectman Mick Hurrey and Selectman James Buscemi.

Pledge of Allegiance

Public Comments: no comment

Motion made by Selectman Chetwynd to approve the minute for the March 19, 2013 meeting. Second by Selectman Gavin. Vote 3-0. **Motion approved.**

List of Correspondences

- a) Accountant's Monthly report March 2013
- b) Accountant notice of resignation
- c) Letter from Town Accountant, Monthly Reconciliation – Cash March
- d) Appointment of Assistant Town Accountant
- e) Police monthly report March 2013
- f) DPW, Fourth Quarter Billing 2013
- g) Notice BOA, meeting on March 26th & April 2, 2013
- h) Notice ZBA, meeting on April 1, 2013
- i) Notice CC, meeting March 20, 2013

Minutes for April 2, 2013

- j) Notice CC, meeting April 2, 2013
- k) Revitalize Maynard Collaborative Committees, Notice of project groups
- l) The MassDOT FinCom Options Report

Attachment: Selectman Gavin

Motion made by Selectman Chetwynd to approve the list of correspondences as shown. Second by Selectman Gavin. Vote 3-0. **Motion approved.**

Special Permit request, MBA

Motion made by Selectman Chetwynd to approve the request for a special One-Day permit for a Spring Art Walk on Saturday, May 4, 2013 from 5-7 p.m. in downtown Maynard. . Second by Selectman Gavin. Vote 3-0. **Motion approved.**

Appointment Interview, with Carlos Perez, ZBA

Motion made by Selectman Chetwynd to appoint Carlos Perez on the ZBA member with a term expiring on June 30, 2016. Second by Selectman Gavin. Vote 3-0. Motion approved.

Motion made by Selectman Chetwynd to appoint Kevin Sweet as the Acting Town Administrator per contract. Second by Selectman Gavin. Vote 3-0. Motion approved.

Motion made by Selectman Chetwynd to appoint Christopher Okafor as the Operations Manager, Town of Maynard per contract. Second by Selectman Gavin. Vote 3-0. Motion approved.

Motion made by Selectman Chetwynd to appoint Christopher Okafor as the Tree Warden, Town of Maynard per contract. Second by Selectman Gavin. Vote 3-0. Motion approved.

Motion made by Selectman Chetwynd to appoint Christopher Okafor on the LEPC term December 31, 2013. Second by Selectman Gavin. Vote 3-0. Motion approved.

Budget, Revenue and Free Cash

Acting TA, Kevin Sweet, had hand out for Board.

Review of all the FY14 General Fund Budget.

(Need to Reduce) DRAFT

\$2,910,826.00 7/1/12 free cash (DRAFT)

Draft of options for the free cash, K. Sweet

- Capital Stabilization; \$1,000,000.00

Minutes for April 2, 2013

- OPEB Trust; \$50,000.00
- Sidewalk/Road Repair; \$500,000.00
- Financial Software Conversion; \$102,000.00
- Police Cruiser; \$40,000.00
- School, Fowler and Green Meadow Roof; \$850,000.00
- School, Security System; \$200,000.00
- High School Moving Costs* \$12,000.00
- Fire Box Dept. Box \$50,000.00
- Balance \$106,826.00 7/1/12 free cash

Note: DPW has requested the Dump truck to be added back in at \$175,000.00

Other spends use free cash for the Finance Reserve \$350,000.00 or over lay surplus

Overlay surplus from the Assessors: \$330,000.00 once it is released.

\$171,003.60 = Snow & Ice Deficit – FY13

\$100,000.00 = Sick Leave Buy-Back GF Article

\$ 58,996.40 = Balance – Overlay Surplus

Moderator/STM/Motions

Mr. Coleman had discussion with Board and guests for the STM

List of ATM draft control items

A-D drafts

E add Budget

F-J drafts

K – Add in the line for the payments for Golf Course purchase.

L-P drafts

Q remove per Charter Committee

R – Draft

S – Remove per BOS

T-Y drafts

Z remove it is going to be added in with free cash

Town Administrator Job Description

Discussion over the job description and salary no motion made.

Old/New Business

Selectman Gavin

- Thanked ATA, Kevin Sweet for his 1st BOS meeting.
 - Concerned about email from another Board, about some executive session issue that has gone public. Would like this issue to be investigated.

Selectman Chetwynd, none

Minutes for April 2, 2013

Chair, Dawn Capello, none

Executive Session ~ Personnel

Motion to convene an executive session was made by Selectman Gavin and duly seconded by Selectman Chetwynd. Vote 3-0. **Motion approved.**

Roll Call	Yea	Nay	Abstain	Absent
Selectman David Gavin	X			
Selectman James Buscemi				X
Selectman Dawn Capello	X			
Selectman Mick Hurrey				X
Selectman Brendon Chetwynd	X			

Board will not reconvene into open session.

Motion made by Selectman Gavin to adjourn. Second by Selectman Chetwynd. Vote 3-0. **Motion approved.**

Time: 11:00 pm

Approved: _____

Date:

Selectman, Chetwynd, Clerk

Initials: BJM

Minutes for April 2, 2013

Statement from Selectman David Gavin, “I was extremely disturbed when I read the resignation letter from Lori Blanchard that has been placed in our packet for Tuesday’s meeting.

In her letter, she describes experiencing an environment of “bullying and harassment” while working in Maynard Town Hall. She prefaces her remarks with “As you know...” and her letter is addressed to Mike Sullivan.

I would like to know if Mike ever expressed to you any suggestion that Lori, or any other employee, has complained to him about such behavior. If so, why was this not brought to your attention and/or to the attention of town counsel? If it was brought to your attention, why was it not brought to the attention of the entire BOS? Allegations of bullying and or harassment in the workplace are serious matters that go far beyond the normal day-to-day operations of Town Hall.

Likewise, if it were brought to the attention of town counsel, I would ask that she be asked to provide us with a full and complete summary of the details provided to her.

I will be asking for a full and detailed summary of any and all reports of “bullying and harassment” that have been made to the Town Administrator by Ms. Blanchard and the steps that he took to address those complaints.

The Board of Selectmen cannot tolerate behavior that is considered by any employee, or any resident of our community that would be characterized in this fashion. It is imperative upon us to act swiftly to address this allegation and investigate its origins.

If indeed has been previously been investigated and determined that such behavior has occurred. I would expect that the employee or employees found to have engaged in such behavior has or have been disciplined in some fashion and would hereby request a detailed report of the resultant discipline be provided to the Board members so that we can be assured that the discipline has been appropriate and in line with the behaviors determined to have resulted.

Additional. I will be requesting that Ms. Blanchard be given an opportunity to meet with the entire Board of Selectmen in executive session so to maintain her right to privacy to detail her allegations.

There are no circumstances under which any employee in any working environment should be subject to an unsafe or unsecure environment. We are the stewards of the Maynard Town Hall, we are responsible to assure that every employee, every resident is treated with dignity and respect, and that nobody is forced to endure a hostile work environment. To learn that this may be happening and being reported to the Town Administrator and not shared with the governing body of the community is disturbing.

I believe the law requires us to assure that the proper action has been taken and I ask that we review these extremely serious allegations swiftly and appropriately.