

**Board of Selectmen's Meeting
Open Session Meeting Minutes
35 Central Street – Town Hall
1st Floor Hearing Room
March 15, 2016**

Members Present: Chairman Thomas Boussy, Selectwoman Caroline Colarusso, Selectman John DePinto, Selectwoman Ann Marie O'Neill, and Selectman Frank Vallarelli

Also Present: Town Administrator David Ragucci and Attorney William Solomon

Call to Order: Chairman Boussy called the meeting to order at 7:00 p.m. (To view this meeting in its entirety go to Stoneham TV on Demand available from the Town's homepage at www.stoneham-ma.gov)

Agenda Item 1: Pledge of Allegiance

Agenda Item 2: Richard Kobayashi/Collins Institute (new TA search) (Time 00:32 on Stoneham TV on Demand) Richard Kobayashi, Senior Associate at the Collins Center for Public Management at UMass Boston, appeared to describe the services offered by the Collins Center in relation to the recruitment of City and Town managers and administrators. Kobayashi leads the executive recruitment practice at the Collins Center and has successfully managed 40 recruitments. He stated that the biggest risk facing this Board is trying to select the best candidate from a mediocre pool of candidates. His job is to minimize that risk and find the best candidate for the Town. According to Kobayashi, the Center assists the Board in creating a profile for candidates and selecting a candidate. He stated that the process generally takes 120 days from the moment the Board contracts with the Center to the beginning of interviewing the finalists for the position. Selectman Boussy asked how many finalists the Board can expect. Kobayashi stated that the Center generally provides 20 applicants with the qualifications outlined/profiled by the Board. He stated that the Center shares the information they have regarding each candidate. The aim of the Center is inclusivity on exclusivity. He continued by stating that most communities contract with the Center with an intergovernmental agreement – 30B is not required. The fee for the Center is \$14,000 and the Center will commence work immediately; it does not require a fully executed agreement to begin the process. Selectwoman Colarusso asked if the Community Compact is used to navigate the process. Selectman Boussy said that the Compact is a separate process. He stated that he spoke with Ron Florino and Don Piatt and through adjustments and the professional fees line on the budget, the money is available to pay the Center in FY16. Selectwoman O'Neill moved that the Town enter an agreement to utilize the Collins Center to perform the search for the next Town Administrator. This motion was seconded by Selectman Vallarelli.

Voting in Favor:

Chairman Boussy
Selectwoman Colarusso
Selectman DePinto
Selectwoman O'Neill
Selectman Vallarelli

Motion carried (5-0).

Agenda Item3: Police Department Update/Chief McIntyre (Time 19:00 on Stoneham TV on Demand) Chief McIntyre appeared to update the Board in the Police Department's activities and accomplishments for the last year. He stated that staffing has continued to be an issue, but that the Department has made an effort to move in the right direction. He stated that there are two officers graduating from the academy in March and three more starting the academy in March. That will bring staffing to 39 at the end of August. McIntyre stated that overall crime is down for 2015. There has been a 2% drop in Part I crimes and a 2% drop in Part II crimes. He continued by stating that arrests and protective custodies are down for 2015, but that complaints have actually increased. There has also been a sharp increase in drug overdoses that need to be responded to by the Police Department. The major cases that the Department worked on in 2015 were the Gold Refinery case, the Kingston drug arrests, and the assisted living missing person case. McIntyre stated that contract negotiations with the Union will be starting shortly. Selectwoman O'Neill asked what it would take to start a K9 unit. McIntyre stated that there are grants available for the purchase of a dog, equipment, food, etc. The main issue is that the dogs need to be trained and to go home with an officer(s) specifically dedicated to the K9 unit. It is a 24/7 position and staffing becomes an issue once again. Selectwoman O'Neill discussed the changing role of police officers with respect to the opioid epidemic.

Agenda Item #4: MSBA Application Authorization (Time 38:53 on Stoneham TV on Demand) Dr. Les Olson, Superintendent of Schools, appeared before to seek approval for the School Department to submit a statement of interest to the MSBA with respect to the renovation of Stoneham High School. He stated that the application will list two criteria for renovation: Energy efficiency and programmatic issues. With respect to energy, even with a new boiler the school has many lighting, electrical, and cooling issue based on age. With respect to programmatic issues, the redesign of the science laboratories and handicap accessibility are the biggest issues. Olson stated that he is hopeful that the school is approved, although generally approvals require more than the issues he has outline. Selectman Boussy asked whether it would be a renovation or a rebuild. Olson stated that the building is in good shape and that it has a new roof. He stated that it is his sense that the MSBA would opt for renovation based on the condition of the building. Selectman DePinto moved to approve the submission of the statement of interest. Selectwoman O'Neill seconded the motion.

Voting in Favor:

Chairman Boussy
Selectwoman Colarusso

Selectman DePinto
Selectwoman O'Neill
Selectman Vallarelli

Motion carried (5-0).

Agenda Item #5: Appointment of BOS Secretary (Time 42:59 on Stoneham TV on Demand) Selectman Boussy stated that he and Selectman O'Neill, members of the subcommittee formed to find a candidate for BOS Secretary, reviewed 10 applications for the position. They conducted four interviews and the candidates for the position were excellent. He stated that the subcommittee narrowed it down to two candidates, Dava Kilbride and Joanne Moriarity, and those are the resumes before the Board for review. The subcommittee recommend Dava Kilbride. Selectman DePinto inquired as to starting dates for the candidates. Selectwoman O'Neill stated that both candidates were willing to start as soon as possible. Selectwoman O'Neill moved that the Board offer the position to Dava Kilbride. Selectwoman Colarusso seconded that motion.

Voting in Favor:

Chairman Boussy
Selectwoman Colarusso
Selectman DePinto
Selectwoman O'Neill
Selectman Vallarelli

Motion carried (5-0).

Agenda Item #6: Trash Fee (Time 45:50 on Stoneham TV on Demand) Selectwoman Colarusso stated that she would like to look ahead and begin a discussion about reducing the trash fee. She commended the Board for lowering the fee last year, but with the inflated water and sewer fees that the residents of this Town pay, she feels it is time to lower the fee again. The trash account had a yearend balance of \$350,000. With 6500 customers and anticipated increased recycling efforts, she would like to decrease the fee by \$25.00. Selectwoman Colarusso emphasized that her sense of urgency is based on the Town's high water and sewer rates. Selectman Boussy stated that we can substantially increase our recycling efforts by placing recycling barrels in the parks and schools and big belly barrels in the common. Selectman Vallarelli stated that it makes sense to decrease the trash fee by \$10 a quarter and to start that on the July bill.

Agenda Item #7: Approval of Minutes (Time 59:30 on Stoneham TV on Demand) There were no minutes to be approved.

Agenda Item #8: Chris Bullock, ClearGov Presentation (Time 60:27 on Stoneham TV on Demand) Chris Bullock, founder and COO of ClearGov appeared to make a presentation to the Board regarding ClearGov's website capabilities. ClearGov takes vast quantities of open data and created info-graphics for each town. It is able to communicate financials with town employees and the public in a clear, concise, and understandable manner. There is a free site that

is updated with the financials (revenues and expenditures) and demographics up to 2014. The premier page may be used as a tool for financial transparency. It can be used independently or embedded in the Town's home page and will have all of the Town's financial data. The Town can dictate what it wants for content and benchmarking tools. It can show debt over time with a detailed breakdown. The network is growing so that benchmarking and breakdowns are becoming more granular over time. Selectwoman O'Neill asked how the Town would transfer its information to ClearGov. Bullock stated that there is a one-time open mapping and then periodic updating. Selectman Boussy asked about tracking 5 year plans and capital expenditures. Bullock stated that his team can customize the product for the needs of the Town and the customization is part of the platform. Selectman DePinto asked if each user pays a fee or just the Town. Bullock stated that users do not pay any fees, the Town will pay an initial fee of \$5250. Selectman Boussy asked Town Counsel if this could be paid through RCN access fees. Selectman DePinto moved to direct the Town Administrator to contract for the services of ClearGov. That motion was seconded by Selectman Vallarelli.

Voting in Favor:

Chairman Boussy
Selectwoman Colarusso
Selectman DePinto
Selectwoman O'Neill
Selectman Vallarelli

Motion carried (5-0).

Town Administrator: (Time 92:20 on Stoneham TV on Demand) Town Administrator Ragucci stated that he met with Kevin Osgood at Unicorn. The course is open and in good shape. Some concerns that still exist are the fuel storage tanks, irrigation issues, electric/IT wiring, and the leaking roof in the clubhouse. GIC has realigned its insurance premiums and Unicore is down which will result in a surplus of \$200-250,000 in that account. Mary Todd, the library director, announced her retirement.

Selectman DePinto moved that the Board enter into executive session, not to return. Selectwoman Colarusso seconded the motion. **Voted unanimously.**

Meeting adjourned at 8:45 p.m.

Respectfully submitted,

Dava Feltch Kilbride
Secretary to the Board of Selectmen