

Selectmen's Minutes 12/28/2016

Minutes of Meeting – December 28, 2016; meeting called to order at 7:00pm. Present: Warren Archey; Ed Lane; Channing Gibson; Dave Roche; Ken Fowler.

The chairman wished everyone a Happy New Year.

MOTION by EL, seconded by KF to accept the Minutes of December 14. 4/0 vote with WA abstaining.

Citizen's Open Forum: None.

Consent Agenda: MOTION by EL, seconded by DR to approve the consent agenda as follows: acceptance of monetary donation to the Fire Department; acceptance of monetary donation to the Police Department; one-day A/A license to Berrydale LLC d/b/a The Birchwood Inn for 12/31 from 5pm-1am. 5/0 vote.

Appointment of Records Access Officer: The TM informed the Board that with the adoption of an Act to improve public records, Chapter 121 of the Acts of 2016, significant changes are being made to the Public Records Law that will take effect on January 1, 2017. The Supervisor of Records has promulgated regulations to implement the new law which further requires the Town to establish guidelines to assist requestors in making informed requests and post such guidelines on the municipal website by July 1, 2017. The Public Records Law creates a new position called the Records Access Officer (RAO), which will typically be the Town Clerk. Regulations define the RAO as a governmental officer or employee within the municipality designated to perform duties described in 950 CMR 32 including coordinating a response to a request for access to public records, assisting individuals seeking public records in identifying the records requested, assisting the custodian in preserving and managing public records, and preparing guidelines that enable requestors to make informed requests. In order to fulfill this requirement, he asked the Board to approve the appointment of Town Clerk Kerry Sullivan as our Records Access Officer (RAO). MOTION by EL, seconded by CG to ratify the appointment of Kerry Sullivan as the Records Access Officer. 5/0 vote.

The TM stated that a request for use of the Duffin Theatre to hold a public forum to discuss shared services scheduled for Tuesday, January 17 at 7:00pm has been submitted and approved. The Board then briefly discussed the format for this forum, deciding to place this item on their January 11 meeting agenda for further discussion. The TM mentioned that Stockbridge will be holding their public forum on January 9 and Lee is holding their public forum on January 10 or 12. The Board agreed to hold our public forum on Tuesday, January 17 at 7pm in the Duffin Theatre at the LMMHS.

BOS Liaison Reports: CG informed the Board that he met with Clark & Green regarding the bathhouse drawings. The process is moving along nicely. EL mentioned that interviewing will begin next week to fill the DPW Superintendent position. KF went through the employee anniversaries, and thanked the various board/commission members and staff for all their hard work throughout the year. DR stated that he is amazed with the transformation at the landfill site with the solar panel installation.
Meeting adjourned at 7:20pm.

Minutes Taken By: _____
Mary Ellen Deming
Director of Administrative Services

Minutes Accepted By: _____
Clerk
Board of Selectmen