



## Selectmen's Meeting Summary August 1, 2012

Selectman Ken Ross-Raymond, Chair	Present
Selectwoman Karen Sheldon	Present
Selectman Pete Ballou	Present
Town Administrator Margaret Warren	Present
Administrative Assistant Kathie Downes	Present

Visitors: see sign in sheet attached with original summary on file.

Chairman Ross-Raymond called meeting to order at 6:30 PM.

### REGULAR BUSINESS:

- Review and Approve Minutes of last meeting
  - July 18<sup>th</sup>, 2012 – **Selectman Ballou motioned to accept the public and non-public summaries as written, Selectwoman Sheldon seconded. Vote in affirmative.**
- Review Accounts Payable & Payroll registers: **Select board motioned and voted to accept.**

### Departments:

- Road Agent MacDuffie – Monthly Update: No issues – been either too dry or too wet. Uneventful summer.
  - Board and MacDuffie discussed the proposed CIP that will be presented to Planning Board in September.
- Police log – July – not yet received – will be on August 15<sup>th</sup> agenda.

### Old Business:

- Meeting Updates/Reminders
  - OHD – final checklist – 8/10 & 11 – last meeting before OHD will be 8/9 at 7 PM. All set for traffic control, parade permit and potta potties.
  - Shared Services met 7/26 – Warner : Michael Connors from State Administrative Services spoke about state contracts that municipalities might want to consider. He also will look into the State Hazardous waste program for municipalities. Next meet will be Sept 13 at 6:30 PM in Hopkinton.
  - Reminders – Education Committee – 8/2/12; Planning Board – 8/6/12
- Avitar / Assessors: Update completed – letters going out to citizens this week with new values. If people want to review assessment – need to call for appointments. Reviews will be held by appointment only. With hearing dates to be 8/24, 27 and maybe 28<sup>th</sup>.
- Selectmen did a final review of Info Bulletin re: police service – this will go out next week.
- Selectmen did a final review of draft peddlers/hawkers ordinance – public hearing will be held at the next Selectmen meeting.
- Outside stairs – Safety Bldg – Selectman Ross-Raymond spoke with Building Inspector Bodien and will submit building permit and work with BI to ensure all codes are met.
- Selectmen will ask BI Bodien to review the ramp and bathroom(s) at Town Hall. Check if ramp needs to be weatherized and look at renovating bathroom(s) to meet ADA criteria. Selectmen are looking at building projects needed in the near future.

