

Carver Select Board Meeting Minutes
Carver Central Fire Station, Training Room
May 7, 2019 - 5:00pm

In Attendance: Board of Selectmen – Chairman Ronald Clarke, Robert Belbin, Alan Dunham Sarah Hewins, Mark Townsend, Town Administrator Michael Milanoski & Elaine Weston

In the absence of a chair and vice-chair, Dunham made a general motion to do the pledge of allegiance and introductions until Clarke arrives, second by Townsend. Vote 5-0.

Dunham led the meeting with the Pledge of Allegiance.

Jeff Nutting, Facilitator introduced himself and the role of the facilitator. He has been in the public sector for 40 years serving as a Selectmen for many years and is currently the Town Administrator in Franklin. His role is to help the Board find ways to work together as well as establish goals and objects for the next fiscal year.

Introductions by the Select Board and members of the audience.

Dunham led the Community Prayer.

Re-organization of the Board: Motion by Dunham to nominate Clarke as Chair, second by Townsend. Vote 5-0.

Motion by Dunham to nominate Townsend as Vice-Chair, second by Belbin. Vote 5-0.

Nutting had sent a questionnaire to the Board prior to the meeting to get a sense of what issues they would like to address and what they want to accomplish as a Board.

1. What the three most important jobs of the Board are

- The wise and frugal spending of tax dollars
- Financial viability including growing revenue base
- Oversight of all aspects of Town Government
- Acting as a bridge between town hall and community
- Listening and communicating to the citizens in a straight forward, transparent and factual way
- Active civic engagement
- Advocating on the towns behalf with State Officials
- Take the long view-look 5,10,20 years when making a decision as opposed to just trying to make it through the next year or two
- Safety of residents
- Doing what is best for the whole town not just the most vocal
- Evaluate issues and make decisions with all the information available

Nutting expanded on the roles of the Board with the public noting that outside of a posted meeting, they have no more rights than any other resident.

2. List a few major accomplishments of the Board over the last couple of years.

- Getting a new elementary school
- Continued with Town Financial Policies - very favorable bond rating
- Supporting the Police Station building
- Fire Station, MHS Sports Complex and Police Station built under tax levy
- Support of Urban Renewal Plan

3. What is the role of each member

- Chair/Vice Chair communicate with TA prior to meetings/Town Meeting to ensure everyone has all the information, etc. for meetings
- Work for the best interest of the town not personal agendas
- Listen to support and criticism of Board
- Support Board decisions once made in if not in favor of the decision yourself
- Actually listen to fellow members instead of just trying to think of what to say next
- Respect each other, staff and citizens
- Each Board member should stand up for what they believe is right
- A diverse Board makes for a better board

4. How can the Board be more effective

- Better communications
- More transparent, more open to feedback
- Work more as a team as opposed to individuals
- Building relationship among members
- Speak with one voice once a decision is made
- Listen, respect opinions, challenge the options
- Meet with other boards more than just at budget time
- Boards should be more active in developing goals and policies –Nutting noted that this may be difficult as most Boards are statutory

Board members discussed enhancing communication by possibly having quarterly meetings just to meet with residents, not a regular business meeting, quarterly/monthly communication from TA for ongoing status of achievement of goals and objectives & have the Board members be liaisons for committees and boards to talk about during Selectmen notes at Board meetings.

5. What should the Board accomplish over the next year

- Initiate Urban Renewal plan and explore revenue potential
- Update the open space plan
- Continue with Town fiscal policies
- More staffing in Clerk's office
- Properly fund Land Use departments
- Construct Police Station
- Deal with impending transfer station crisis
- Explore solar/battery projects in town
- Better communication with residents
- Diversity on Boards and Committees

The Town has many conflicting needs for additional revenue. The Finance Committee will be setting up an analysis of what the projections are for funding the needs.

6:30 – 10 minute break

6. What should the Board accomplish of the next 3 to 5 years

- Address Town Hall complex - Center of town vision –funding was voted on at Town meeting and will be built in the next year
- Ensure new playground gets built – funding was secured at this year's town meeting
- Working with State to find more funding for schools – State legislatures to be invited to Carver to a Board meeting in the fall
- Continue search for new revenue
- Decide on best use of tax dollars coming from the PILOT/solar program
- Work with Business community to enhance economic development in character with the community – Board could reach out to the business community to see what their suggestions are
- Confirm all departments are efficiently organized, staffed and equipped and properly staff town departments – budget discussions will be in the fall
- Affordable Housing – doesn't generate taxes needed for education expenses
- Expand access to town's web site postings to department heads
- Better online access for information
- Standard practices for all Boards – How agenda is posted, how minutes are laid out, etc.

7. What other issues would you like to discuss on the workshop

- Dealing with the destructive effects of social media and the damage it does to the trust and respect of our town government

- A full discussion of the Select Board Code of Conduct and how we can change it to get approval from each member.

Discussion and vote of Select Board’s Annual Policies:

Financial Management Policies: Motion to approve by Dunham, second by Townsend. Hewins stated she feels the percentage split in item #7 should be reviewed sooner rather than later. Vote 5-0.

Agenda Policy: Belbin stated deadline for petition articles has a lag of time before the date of Town Meeting. The date of deadline is set by the Select Board. This date can be voted in the fall by the Board. (not in relation to agenda policy). Motion to approve by Townsend, second by Dunham. Vote 5-0.

Social Media Code of Conduct: Dunham stated that a Code of Conducts exists in every job and it should be something you strive for. Motion by Belbin to remove last two paragraphs, second by Dunham. Vote 5-0.

Motion to approve Social Media Code of Conduct as amended by Dunham, second by Townsend. Vote 5-0.

Select Board Code of Conduct:

1.b. Hewins feels that since they are all individuals, they are allowed to maintain their own decision even if it isn’t in harmony with the Board. Townsend requested to remove the words..”and carry out”. Motion to approve with amendment by Townsend, second by Dunham. Vote 5-0.

2.b. Revise to read with bold: “as an individual **Board Member** outside of the administration.”
Motion to approve with amendment by Townsend, second by Dunham. Vote 5-0.

2.d. Focused on instructions for direct assistance – no revision recommended.

Motion to approve Select Board Code of Conduct by Townsend, second by Dunham. Vote 5-0.

3.g. Belbin questioned speaking negatively about a Board member vs. speaking negatively about their stance on an issue. Revise to add wording in bold: ...**on a personal level** whether verbally or written. Motion to approve with amendment by Townsend, second by Dunham. Vote 5-0.

4.b. The wording is ambiguous in which it sounds like Board members cannot speak to staff. . Motion to amend by removing the first and last sentence and changing title of Administrative Assistant to Assistant Town Administrator by Townsend, second by Dunham. Vote 5-0.

Motion to approve Select Board Code of Conduct as amended by Dunham second by Townsend. Vote 5-0

Motion to adjourn at 8:00pm by Dunham into executive session in accordance with G.L. c. 30A, Sec. 21(a)(3) to discuss strategy with respect to litigation (Town of Carver v. David Zadok, Plymouth Superior Court Case No. 1683CV00423). Clarke stated that it is the opinion that an open meeting may have a detrimental effect on the litigating position of the Board, second by Belbin. Roll Call – Affirmative: Dunham, Hewins, Belbin, Townsend & Clarke.

Motion to adjourn at 8:30 p.m. by Townsend, second by Dunham. Vote Dunham 5-0