

Town of Sandisfield
Board of Selectmen
Work Session

Posting and agenda for the work session to be held on Thursday, Dec. 21, 2017 at 11:30 a.m. at the Town Hall Annex.

Board Members Present: John Skrip and Mark Newman

Others Town Officials Present Fred Ventresco, Town Administrator; Robert O'Brien, Highway Director.

1. Work on Selectmen's budgets, purpose and objectives

The Town Administrator gave the Board some material about the roles of the Selectpeople. It was decided that the Town Administrator would draft a purpose and objective statement for the Board by the next meeting.

2. Review and discuss evaluation form

The Administrator noted that the copy of the evaluation form that they had was exactly as Rick White had drafted it. Mr. Ventresco said that he was still reviewing the evaluation form, but had incorporated it into the draft of the soon-to-be-proposed personnel policy revision, as the Board had wanted at a previous meeting. The Town Administrator said that he was still focusing on completing the draft of the personnel policy, but would review the evaluation form soon as well.

Mr. Ventresco did have one suggestion at this time: to change the date by which evaluations should be completed to an earlier time, probably January 31 of the year, from May, as proposed in Mr. White's draft. The rationale here was that then the Board would have time to consider the evaluations before the budget is set, since it seems they wanted to use merit in any pay increase decisions. The Board agreed that January 31 or possibly the end of February was a good deadline.

3. Review draft letter to Town Council for clarification of Chapter 32B

The Board reviewed the draft to the attorney that they had asked the Town Administrator to compose. The Board decided to take this back up at the first meeting in January and directed the Town Administrator to have for them a copy of the draft and the minutes that the Town Clerk had found with the votes regarding 32b.

Meeting adjourned at 12:10 p.m.

John Skrip

Mark Newman