

Selectmen's minutes of work session October 9, 2019

Members present: Mark Newman, Brian O'Rourke, George Riley,
Dolores Harasyko, Admin. Asst.

Called to order at 6:00 p.m.

George stated that we have a need for a Town Manager. The Selectmen have met with town employees and departments to get a feel for what is needed in a Town Manager. The employees and departments were very appreciative of being included in this process. Joanne Grybosh currently is the DPW Secretary and has been a town employee since January. The Board of Selectmen are very pleased with the work she has done for the DPW.

Brian explained that with the departure of the prior town administrator we can clearly see what areas need to be handled by a Town Manager such as procurement, project management, grant writing, knowledge of Commbuys. Mark feels the 3 Selectmen can handle the administration, we need a manager. They do not see a need for a person to oversee the staff. The employees are doing a terrific job. We need a good grant writer and manager of the grants, a chief procurement officer, general working knowledge of Mass General Laws, and work with departments to set up bids. Discussed the free attorney of the day.

Joanne has been very effective with the DPW and is actually over qualified. Joanne responded that she has given this opportunity a lot of thought. Her skills are transferrable. All the points we are looking for she is well versed in. She has 18 years in municipal work, she has experience is tax collection, assessors and selectmen's offices.

George asked her to summarize her experience with Mass Law. She responded that she is well versed in liquor licensing, annual business licensing, utilities, Chapter 140, Chapter land. She knows how to interpret Mass General Law. She has been working with Commbuys since its inception. She is able to navigate through the grant writing process.

George asked about experience as a project manager. She responded that she has 16 years of experience with G.E.

George asked about attendance at Selectmen's meetings. She responded that she plans on attending them weekly.

Motion by Mark, second by Brian, passed unanimously to hire Joanne Grybosh as the Town Manager.

Roll call vote to enter into Executive Session for the express purpose of discussing contract negotiations and to adjourn immediately after.

Roll call: Mark, yes, Brian, yes, George, yes.

Meeting adjourned at 6:45 p.m.

Mark Newman

Brian O'Rourke

George Riley