BOARD OF SELECTMEN
MINUTES
December 10, 2012
Slade Building

Members present: Michael Stauder, Chairman
Matthew Castriotta, Vice Chair

Member not present: Christopher Norcross

Staff present: Brian Bullock, Town Administrator; Elaine Peterson, Town Secretary; Donna Erickson, Treasurer

Others present: Walter Ducharme, Jamie Pitney, Ed Blanchard, Debra Chamberlain

Meeting was opened at 6:35 PM

Jamie Pitney stated he was here tonight in case the Board had any questions regarding the DPW Director in relation to the Town Charter.

Debra Chamberlain came in regarding her last paycheck. She believed her pension should not have been deducted from her paid out vacation pay. She added her dental was also deducted and should have been terminated as that is a prepayment. She presented an email from someone at the Worcester Retirement Board verifying that only worked hours should have pension deducted. Ms. Erickson stated she was not comfortable writing a check before she verified this with the retirement board as well. Ms. Chamber lain wanted to know when she could expect a check. Ms. Erickson stated she could cut a check this week once she has spoken to the retirement board. The Board requested Ms. Chamberlain be patient with the process. Ms. Chamberlain exited the meeting.

Ms. Peterson reported on some changes from the town charter that will either take effect on January 1, 2013 or at the next election. The Board of Selectmen and Board of Health membership will increase to five. One term may have to be staggered so that many terms do not end at the same time. The Finance Committee membership will drop from seven to five. Previously elected positions of constable and town clerk will now be appointed. A Human Resources Advisory Board of five members will be formed. The 20 -20 Committee, Town Common Committee, Recreation Field Committee and Energy Commission will no longer exist. Capital Improvement Planning Committee was also redefined.

The Board reviewed two employment agreements between the Town and Mr. Bullock. One for calendar year 2012 and the other for calendar year 2013. The agreements establish Mr. Bullock as an exempt salaried employee through April 30, 2013. A screening committee to hire a new Town Administrator is being recruited. This will have no additional impact on this year's budget for the town administrator salary account. There will be funding available to pay the new town administrator through June 30, 2013.

Motion: M. Castriotta **2nd: M. Stauder**

To sign the employment agreements between the Town of Hubbardston and Brian Bullock as presented **Vote: All in Favor**

The Board returned to discuss the DPW Director advertisement. Mr. Bullock reported Selectmen Castriotta contacted him last week via email regarding this issue. Mr. Bullock stated no vote had been taken to authorize placing an advertisement at the last meeting. Mr. Castriotta repeated his belief that the Town should not hire a DPW Director before hiring a new Town Administrator. Mr. Stauder stated he understood Mr. Castriotta's viewpoint but that the Board is ultimately responsible to the voters in the town. The Board will rediscuss at the next meeting on the 17th.

Motion: M. Stauder **2nd:M. Castriotta**
To adjourn the meeting at 7:00 PM **Vote: All in Favor**

Respectfully submitted,
Elaine M. Peterson
Elaine M. Peterson
Town Secretary

Approved: December 17, 2012