



Minutes of the Meeting of the Board of Selectmen

Date: Monday, April 22, 2015
Time: 6:00 p.m.
Place: McCourt Social Hall, Memorial Town Hall, Spencer, MA
Present: Vice Chair Fritze, and Members Stevens & C. Woodbury, and Administrator Gaudette.

Vice Chair Fritze opened the meeting and led the Pledge of Allegiance at 6:15 pm.

Performance Management (PM) Presentation

Administrator Gaudette introduced Anna Fung-Morley from the Collins Center out of UMASS-Boston along with Police Chief Darrin and Fire Chief Parsons. She works in the Municipal Performance Management Program (MPMP). Through a series of CIC grants they have been able to offer PM services to municipalities. These services include collecting and analyzing data such that towns could mold their operations and/or budget towards addressing trends that are realized from the analysis. Spencer applied and was awarded to receive services for two study areas; police and fire. The Police Chief asked them to study staffing and call activity. The Fire Chief asked them to study service time (recruitment and retention) and alarm activity. Ms. Fung-Morley presented some sample slides from her analysis.

Selectman Stevens asked the Chiefs about any trends that were evident. Chief Parsons noted that they have a very young membership that a high percentage of the force has 0-5 years' experience. The issue is that many do not stay after 5 years as once they establish families or relocate due to employment, many are not retained. He will be looking at retention strategies. In addition the data showed that the highest number of calls occur during the time that the least amount of staff are available – during the day. The Town needs to look at addressing this in the near future. The Police Chief noted that the data would help them if they were to add an additional officer, what shifts would be filled to be the most efficient with the additional resource.

Discussion: Door to Door Sales Bylaw Amendment

Chief Darrin gave a brief overview of the existing bylaw and the proposed amendment explaining some of the highlights which include:

Current Bylaw

- Chief must grant license if canvassing/selling is in conformance with law

Proposed Bylaw Amendment

- Application with \$25 fee
- Criminal record disqualifiers
- Code of conduct for sales people
- Appeal of denial or revocation to Town Administrator

Selectmen Stevens asked if the application fee would be a hindrance to entrepreneurship. Chief Darrin explained the fee was nominal and will be used to offset administrative costs.

Public Information Session: Annual Town Election Ballot Questions

- 1) Administrator Gaudette presented a slide presentation from MMA and from MADOR-DLS on reasons and procedures for changing Elected positions to Appointed. There is a ballot question and Town Meeting article for the purpose of changing the Treasurer/Collector position from Elected to Appointed.
- 2) Administrator Gaudette, along with Chief Darrin and Chief Parsons, presented information on the Community-wide Radio Communications Project which is on the ballot for a \$425,000 Debt Exclusion. Mr. Gaudette presented the impacts to the tax rate (\$0.10) and the average annual tax bill (\$20).
- 3) Administrator Gaudette, along with U&F Superintendent Tyler, presented information on the Highway Salt Storage Shed including providing slides on sample buildings and an aerial photo and street view of the Highway Property and existing structure. The Storage Shed is on the ballot for a \$450,000 Debt Exclusion. Mr. Gaudette presented the impacts to the tax rate (\$0.11) and the average annual tax bill (\$22).

Action Item: Natural Gas Contract

Administrator Gaudette provided copies of a price proposal and agreement from Constellation Energy which would lock in the rate for 36 months beginning May 1st at \$0.6484 per therm. The recently expired contract was for \$0.95 per therm and the contract before that was \$1.505. The new agreement will include the recently put on-line Town Hall project.

The meeting was adjourned at 7:55 pm. All were in favor.

Respectfully submitted,

Adam D. Gaudette
Town Administrator

Referenced Documents

MPMP Slide Presentation
Draft Door to Door Bylaw Amendment
MMA Presentation on Elected vs. Appointed
DLS City & Town July 2014 – Elected vs. Appointed
Bond Payment Schedules for Salt Shed and Radio Project
Constellation Price Proposal and Draft Contract