ASHLAND BOARD OF SELECTMEN
WORK SESSION MEETING MINUTES
THURSDAY, MAY 9, 2019
ASHLAND UTILITY BUILDING
9:00 A.M.

I. CALL TO ORDER

Chairman of the Board Fran Newton called the meeting to order at 9 a.m. with Vice Chairman Kathleen DeWolfe and Selectman Eli Badger present – Selectmen Sharps and Barney were absent. Town Manager Smith was also present.

II. NEW BUSINESS

a. **Personnel**

i. **Police Chief position –** Town Manager Smith talked with the Selectmen about the potential next steps with hiring the next Police Chief. Board intends to talk with the Lieutenant at their next meeting.

ii. **Town Manager contract** – Town Manager Smith and the Board of Selectmen brokered the conversation about a new contract for the position. Town Manager to bring forth a proposal for negotiations.

iii. **Personnel policy** – after the recent new hires and expectations of new staffing over the coming calendar year there have been many questions about updating the accrued time off section of the town personnel policy. Town Manager Smith recommended in the coming months the Board consider amending this section. An updated town personnel policy is on the project list, as the policy has not been updated since 2015.

III. OTHER BUSINESS

a. **Headworks and Septage Receiving Station celebration** – the Selectmen discussed having a construction opening celebration for the new station at the end of May or first week in June. Board thought of a list of dignitaries to invite. Town Manager Smith to send out formal invitations.

b. **Ashland 4th of July celebration** – Board asked Town Manager Smith to invite the committee members to their meeting in June for a general update on the upcoming event.

c. **Town Manager job evaluation form** – under the annual expectations section the Board moved economic development to community and intergovernmental relations. Grammar changes were also made.

IV. Board of Selectmen adjourned their meeting at 11:18 a.m.

Town Manager Charles Smith wrote these meeting minutes on May 10, 2019.