

**MINUTES**  
**BOARD OF SELECTMEN MEETING**  
**JUNE 29, 2017 at 6:00pm**  
**TOWN HALL, SELECTMEN'S CONFERENCE ROOM & ROOM 3**

**CALL TO ORDER/OPENING**

Chairman Brooks called the meeting to order at 6:00pm. Chairman Harry Brooks, 2<sup>nd</sup> Vice-Chair Sandra Wilson, Douglas Belanger, Brian Green and Town Administrator Kevin Mizikar were in attendance. Vice-Chair Dianna Provencher was absent.

**1. SCHEDULED**

**a. 6:00pm – Discussion with Town Administrator Search Committee and Recruitment Firms for Town Administrator Search – Room 3**

The Board of Selectmen attended a meeting of the Town Administrator Search Committee. Community Paradigm Associates LLC gave introductions and described their services, their proposed schedule and the process that they would follow to meet that schedule. Tasks included but were not limited to one on one meetings with each selectman, meeting with all department heads, continuous communications with the Search Committee, creating a profile of the next Town Administrator from the inputs, advertising the position and completing an initial screening of candidates to be able to propose up to eleven candidates for interview by the search committee with the goal of 3-5 finalist to be interviewed by the Board of Selectmen.

A motion was made by Ms. Wilson and seconded by Mr. Brooks at 6:58pm to recess from the Town Administrator Search Committee Meeting and resume the Board of Selectmen meeting. The motion carried unanimously.

**2. NEW BUSINESS**

**a. Extend Lease for Hillcrest Country Club with Hilltop Management**

A motion was made by Ms. Wilson and seconded by Mr. Belanger to extend the lease with Hillcrest Country Club to November 30, 2019. Under discussion Mr. Green asked why the Town wouldn't be asking for additional fees/rent along with this extension. Mr. Belanger explained that extending the contract made sense because it gives the town an extra year to find another lessee. The current lessee would seek to terminate the contract earlier and not invest in the property over the winter of 2018-2019 without an extension from the current termination date of April 1, 2019. The motion carried 3:1 with Mr. Green casting the opposing vote.

**b. Appoint Interim Town Administrator subject to Contract Negotiations**

Mr. James Purcell described to the board his background and experiences and answered questions from the board. A motion was made by Mr. Belanger and seconded by Mr. Green to extend an offer of employment and sign a contract for the Interim Town Administrator position with Mr. James Purcell effective July 11, 2017, for an average of 20 hours per week, with an end date of December 1, 2017 or when a permanent Town Administrator is appointed, whichever occurs first. The motion carried unanimously.

**c. IT Support Services Contract - ClearCom**

A motion was made by Mr. Belanger and seconded by Ms. Wilson to extend the contract with ClearCom for IT services through June 20, 2018. Under discussion, Mr. Mizikar explained that this 1-year extension will allow the Town to review all its options prior to entering into a longer term agreement. The motion carried unanimously.

### **3. BOARD OF SELECTMEN REPORTS**

None

### **4. EXECUTIVE SESSION, MGL CHAPTER 30A, SECTION 21A**

#### **a. Exception #6 – To consider the purchase, exchange, lease or value of real property**

No executive session was held

A motion to adjourn was made by Mr. Green and seconded by Ms. Wilson at 7:55pm. The motion carried unanimously.