



## **Minutes of the Meeting of the Board of Selectmen**

Date: Monday, April 13, 2015 – Business Meeting  
Time: 6:00 p.m.  
Place: McCourt Social Hall, Memorial Town Hall, Spencer, MA  
Present: Vice Chair Fritze, Clerk G. Woodbury, Member C. Woodbury, and Administrator Gaudette. Chairman Pepe & Member Stevens were absent.

At 6:04 p.m. Vice Chair Fritze called the meeting to order and led the Pledge of Allegiance.

### **Approval of Minutes**

*A motion to approve the minutes of the Business Meeting of March 23, 2015 and Special Meeting of March 30, 2015 (G. Woodbury/C. Woodbury) passed 3/0.*

### **Vote to Release Previously Approved Executive Session Minutes**

*A motion to release the October 15, 2014 & October 29, 2014 Meeting Minutes (Woodbury/Woodbury) passed 3/0.*

### **Citizen Input**

None

### **Communications:**

None

### **Old Business**

#### **Action Item: Adopt Fire Department Social Medical Policy**

*A motion to adopt the Fire Department Social Medical Policy (G. Woodbury/C. Woodbury) passed 3/0.*

#### **Action Item: Adopt Fire Department Technology Use/Digital Imagery Policy**

*A motion to adopt the Fire Department Technology Use/Digital Imagery Policy (G. Woodbury/C. Woodbury) passed 3/0.*

#### **Meritorious Award: Ballot Collection from Selectmen**

Ballots were collected and the winner will be presented with the award at the May 7<sup>th</sup> Annual Town Meeting.

### **New Business**

#### **Town Administrator Review Process**

Administrator Gaudette reviewed the annual process for his performance review. The Chairman will collect completed assessments from the rest of the Board and will finalize the review with the Administrator. The final review will be discussed at the April 27<sup>th</sup> meeting.

## **Town Administrator Report**

### **Annual Town Meeting Update**

No updates to report.

### **Annual Election Discussion**

No updates to report.

### **Board Liaison Reports**

None

### **Citizen Input**

Al Atchue, 98 Meadow Rd., asked why senior citizen discounts are not given for Transfer Station stickers. The Board will take it under advisement and review prior to the FY17 budget.

Carl Kwiatkowski reported a large pot hole at the corner of Meadow Rd. and Pleasant St. Mr. Gaudette will notify Eben Butler.

### **Board Member & Staff Comments**

Mr. Gaudette reported that the lease agreement for Engine 2 includes a request to have certified minutes authorizing him to sign the agreement.

*A motion to authorize the Town Administrator to sign the lease agreement for Engine 2 (G. Woodbury/C. Woodbury) passed 3/0.*

An Open House for the new Fire Truck and Annex Building will be held at a later date.

Mr. G. Woodbury noted planning for the new Senior Center kitchen at Town Hall is in process. Mr. Gaudette will request a 90 day extension on the lease agreement set to expire on June 30, 2015.

The meeting was adjourned at 6:30 pm. All were in favor.

Respectfully submitted,

Brenda Savoie  
Administrative Assistant

#### **Referenced Materials**

Engine 2 Lease Agreement  
Senior Center/Fish & Game Lease Agreement