



MEETING NOTICE AND AGENDA

Select Board Meeting

Town Office Building

August 07, 2023

9:00 am

Remote access**: <https://zoom.us/j/93553619471?pwd=QzErWW1CNWN0VVF5TFNibDhiNnRIUT09>

Meeting ID: 935 5361 9471 Passcode 829006

AGENDA: (Topics that the Chair reasonably anticipates to be discussed.) *

9:00: Call the meeting to order, sign warrants, appoint alternate meeting chair if desired

9:20: Review and possibly sign Ambulance contract

9:30: Award contract for emergency electrical repairs at fire station; ARPA funding?

9:40: Town Clerk and Admin Asst hiring (revise Town Clerk job description, discuss advertising, and assign responsibilities)

11:00: Review of action items and drafting agenda for next meeting(s); broader planning for year if time permits.

11:30: Discussions with Town Counsel regarding:

- Interpretation of Open Meeting Law (OML) regarding sharing edits of meeting minutes or other draft documents before meeting where edits is discussed.
- Interpretation of OML regarding using a public online scheduling tool to help us keep track and prioritize tasks requiring future select board action or discussion.
- Town clerk authority to assign specific roles to another town official and/or appoint an assistant town clerk. Select board role?
- Posting, compensation, and funding implications of a new Town Coordinator position that is based on the current Municipal Assistant position.
- Clarification of legal issues around overtime for exempt employees.
- Town counsel availability for a Q&A session with town officials on Open Meeting Law, Public Records retention, and conflict of interest?

12:20: Executive Session if required to discuss Hunt Hill (MGL Chapter 30A, Section 21a)
(3) To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

(6) To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.

1:00: Adjourn

OLD BUSINESS:

- Orientation day planning for new Leyden officials
- Personnel Policy – Review latest draft and comments

* *All times are for planning purposes*

** *Meeting will continue if remote access fails. Participants with comments must be present at meeting location unless prearranged otherwise. For help in advance with remote access, contact selectboard1@townofleyden.com*

Posted 8/___/2023 at _____ by _____