

TOWN OF RANDOLPH
BOARD OF SELECTMEN
Tuesday, November 27, 2018
5:00 p.m.

BOS PRESENT:

Mark Roberts, Chair
Robert Henderson, Jr.
Matt Drost

OTHERS PRESENT:

Lynn R. Mealey, Town Clerk
Gregory J. Lumbert, CEO
Janet Richards, Treasurer

Meeting commenced at 5:00 pm.

Greg spoke to the board and informed them that he is still researching and **studying CEO rules etc.** He said that he believed that the winter time will not be very busy and he will try to spend more time in his office working on things. In the spring he would like to get rolling with violations such as people who have not obtained building permits and other unpermitted uses in Town.

He said he has been working on the **Neighborhood Watch** and the town has been divided into 4 sections. Bob Henderson has agreed to be the Captain of his area.

The Board asked Greg if he had been receiving the kind of support for training that he needs. Greg said he wants to get into the dangerous buildings issue in full force as soon as he gets all the research and training required.

Greg left the meeting at 5:20 p.m.

Matt brought up the letter received from Denise Behr from **DEP** regarding the **September inspection of the pump** station and some issues that were found. This will be tabled until all the BOS members can read. They are concerned about the calculations of the CSO and that Sonny didn't seem to understand how this is done which could lead to errors.

The Board did not appoint a **Public Works Director** earlier in the month. Job descriptions were printed off to review. The Board will post this job for hire. Anyone can apply including the current acting PWD. The job description will be written up to incorporate the pumpstation job also. Matt will go over these and will write up a job requirement listing the specific requirements and needs for this job and possibly incorporating the Public Works job and the pumpstation position also.

After some discussion about what will be needed in hours it was decided that the job could be advertised at 10 hours per week for the 5 winter months (November through March) and 20 hours per week for the remaining 7 months (April through October). They also

discussed what to put in the ad regarding the amount that will be paid to this person who will most likely be on a stipend but could be paid at an hourly rate. Matt will put all these together and write up something for the Board to approve. Matt will not be at next week's meeting. He will work on this and e-mail to the other two Board members for approval soon. This would be one person acting in an administrative position but also laboring as the job requires. One of the things discussed was that they will require a letter of interest and a resume, not the job application we have. This person will be responsible for doing budgets also.

It was still unknown as to whether or not **McGee Construction** has done the manholes the Board hoped to get done by the end of the year. Matt expressed concern

Janet asked the Board to sign a re-commitment of taxes to her on two supplemental tax bills due to errors by the Assessors. This was on the Bogan property and the McAuslin property.

The Board discussed Christmas bonuses for the office staff. Bob Henderson made a motion to give bonuses as follows: \$150 each for Janet and Lynn, \$100 for Debbie and \$100 each for Ron, Sonny & Greg. Matt Drost seconded the motion. VOTE – UNANIMOUS.

Bob Henderson made a **motion to adjourn** the meeting. Matt Drost seconded the motion. **VOTE – UNANIMOUS.** Meeting was adjourned at 6:31 p.m. Next meeting is Tuesday, December 4, 2018 @ 5:00 p.m. Matt will be unable to attend the meeting.

Respectfully submitted,

Lynn R. Mealey, Town Clerk