

**Selectmen's Meeting Minutes**  
**Apponequet High School Auditorium**  
**June 10, 2013**  
**6:00 PM**

On June 10, 2013, the Selectmen held a Special Meeting in the Auditorium at Apponequet High School to attend the Special and Annual Town Meetings. The Meeting was called to order at 6:10 PM. Present: Selectman Belliveau, Selectman Burke, and Town Administrator Rita Garbitt. No one was recording the Meeting.

**Review Final Job Description for Treasurer/Collector Clerk**

The Selectmen reviewed the final draft of the Job Description for the Clerk-Treasurer/Collector position (Level IV Union Wage Scale). Upon a motion made by Selectman Burke and with Chairman Belliveau stepping down to second and stepping back up to vote, the Board

VOTED: To approve the Job Description for the Clerk-Treasurer/Collector as written.  
Unanimous in favor.

**Review Final Job Description for Administrative Assistant to Town Accountant**

The Selectmen reviewed the final draft of the Job Description for the Administrative Assistant to the Town Accountant position (Level II Union Wage Scale). Upon a motion made by Selectman Burke and with Chairman Belliveau stepping down to second and stepping back up to vote, the Board

VOTED: To approve the Job Description for the Administrative Assistant to the Town Accountant as written and put in the Town's format with Hours of Work (Working Conditions) included.  
Unanimous in favor.

Selectman Powderly entered the meeting at 6:15 PM.

**Review Final Job Descriptions for the Part-time Supervisor of Clear Pond Park and the Part-time Events Coordinator/Park Department Assistant**

The Selectmen reviewed the final draft of the Job Description for the Part-time Supervisor of Clear Pond Park (Seasonal) position (Level X Non-Union Wage Scale). Upon a motion made by Selectman Burke and seconded by Selectmen Powderly, the Board

VOTED: To approve the Job Description for the Part-time Supervisor of Clear Pond Park (Seasonal) as written.  
Unanimous in favor.

The Selectmen reviewed the final draft of the Job Description for the Part-time Events Coordinator/Park Department Assistant position (Level VII Non-Union Wage Scale). Upon a motion made by Selectman Powderly and seconded by Selectmen Burke, the Board

VOTED: To approve the Job Description for the Part-time Events Coordinator/Park Department Assistant as written.  
Unanimous in favor.

**Review Applications for Driveway Cuts-17 & 19 Staples Shore Road—Leo Bisio**

Selectman Burke recused himself because he is a Member of the Lions Club.

The Board reviewed the requests from Leo Bisio for Driveway Cuts at 17 and 19 Staples Shore Road. Upon a motion made by Selectman Powderly and with Chairman Belliveau stepping down to second and stepping back up to vote, the Board

VOTED: To approve the requests from Leo Bisio for Driveway Cuts at 17 and 19 Staples Shore Road.  
Unanimous in favor.

**Discuss Request from National Multiple Sclerosis Society for Charity Bike Ride-June 22, 2013**

The Board reviewed the request from the National Multiple Sclerosis Society for a Charity Bike Ride on June 22, 2013. Upon a motion made by Selectman Powderly and seconded by Selectman Burke, the Board

VOTED: To approve the request from the National Multiple Sclerosis Society for a Charity Bike Ride on June 22, 2013.  
Unanimous in favor.

**New Business—Review letter from Middleborough Town Manager to the Plymouth County Retirement Board regarding extension of the funding schedule**

The Board reviewed the letter from the Middleborough Town Manager, Charles Cristello, requesting that the Town Administrator and the Town Treasurer sign onto the letter that he is sending to the Plymouth County Retirement Board regarding an extension of the funding schedule. Upon a motion made by Selectman Powderly and seconded by Selectman Burke, the Board

VOTED: To authorize the Town Administrator and the Town Treasurer to sign the letter to the Plymouth County Retirement Board regarding an extension of the funding schedule.  
Unanimous in favor.

**Old Business—Re-visit the Charge for the Superintendent of Streets Search Committee**

Selectmen Burke updated the Board on the search for a new Superintendent of Streets. He reviewed the applications and only three (3) candidates met the requirements. After a brief discussion about expanding the search, upon a motion made by Selectman Powderly and seconded by Selectman Burke, the Board

VOTED: To re-advertise the position for the Superintendent of Streets and changing the requirement for a Bachelor's degree in civil engineering from required to preferred and/or five (5) to seven (7) years municipal experience. The new deadline will be July 8, 2013.  
Unanimous in favor.

Ms. Garbitt will notify the candidates that have already submitted applications that the position is going to be re-advertised, and if they are still interested, they do not have to re-apply.

**Any other business that may properly come before the meeting**

Ms. Garbitt distributed the letter the Building Commissioner sent to Anthony and Dorita Morris regarding the condition of their property at 33 Myricks Street. Mr. Iafrate is recommending that no public use of the building take place until repairs have been made and inspected. On April 23, 2013, the Board voted to renew their Auctioneers, Junk Dealer and Junk Collector Licenses until July 1, 2013. Ms. Garbitt will request the Morris' meet with the Selectmen on June 24, 2013.

Ms. Garbitt distributed the letter of resignation from the Building Commissioner, Robert Iafrate, stating the correct effective date. After a brief discussion, upon a motion made by Selectman Powderly and seconded by Selectman Burke, the Board

VOTED: To accept Robert Iafrate's resignation as Building Commissioner effective June 21, 2013.  
Unanimous in favor.

At 6:40 PM, upon a motion made by Selectman Burke and seconded by Selectman Powderly, the Board

VOTED: To continue their Meeting until after the Special and Annual Town Meetings.  
Unanimous in favor.

After the Annual Town Meeting adjourned, upon a motion made by Selectman Burke and seconded by Selectman Powderly, the Board

VOTED: To adjourn their Meeting at 9:12 PM.  
Unanimous in favor.