



TOWN OF SHREWSBURY

Select Board Workshop
Selectmen's Meeting Room
Richard D. Carney Municipal Office Building
100 Maple Avenue
Shrewsbury, MA 01545

Tuesday, September 5, 2023 - 6:30 PM

AGENDA

Present: Ms. Beth N. Casavant - Chair, Ms. Theresa H. Flynn - Vice Chair, Mr. John R. Samia - Clerk, Ms. Michelle K. Conlin - Member, Mr. Carlos A. Garcia - Member

Also Present: Mr. Kevin J. Mizikar - Town Manager, Mr. Keith Baldinger - Assistant Town Manager - Operations, Justin Dobson - Assistant to Town Manager

1. Call to Order

The meeting was called to order at 6:30pm

2. New Business

a. Preparation for Special Town Meeting

Mr. Mizikar provided a brief summary and overview of the proposed warrant articles. The timeline for Special Town Meeting was reviewed and the next step is for the Select Board to review the draft warrant at their September 12, 2023 meeting, and to sign the finalized warrant on September 26, 2023.

b. Discussion of Select Board priority areas

Members of the Select Board discussed possible amendments to Select Board Operational Policy #15 in accordance with the priority area of reviewing and updating the Select Board's policies. Mr. Garcia and Ms. Casavant reported that they reviewed policies from similar communities in drafting this proposed communications policy.

The Select Board discussed the expectations of who is responsible for responding to email and written correspondence if said correspondence is addressed to all Select Board members. Additionally, there was discussion about if a Board member responds, how are other members aware of this response? As an example, email and written correspondence is added to the Board's meeting agenda under correspondence, but it may only have the initial contact, not any subsequent communication between a Select Board member and the member of the public. There was also discussion about whether the Chair should respond to only policy issues, and defer operational matters such as the repair of a pothole to Town staff. Additionally, if the Chair is responsible for responding on policy issues, does this limit the ability of individual members to respond as well? The Select Board noted the need to find balance between the Select Board as five individual members with their own opinions, but that the opinion of one member can be construed to represent the entire Select Board. Mr. Mizikar also provided advice relative to communications approaches and ensuring compliance with the Open Meeting Law. After this discussion, Ms. Casavant and Mr. Garcia

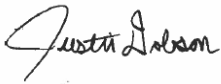
noted that they will incorporate this feedback and return with another draft of a communications policy for the Select Board's review.

Select Board members also discussed their desire to tour locations such as municipal buildings, the Westborough Wastewater Treatment Plant, and the Ash Landfill.

3. Adjourn

The meeting was adjourned at 9:20pm

Respectfully submitted,

A handwritten signature in black ink that reads "Justin Dobson". The signature is written in a cursive style with a large initial 'J'.

Justin Dobson