

**SELECT BOARD MEETING (MINUTES)**  
**WEDNESDAY, JUNE 14, 2017**  
**ROCKPORT OPERA HOUSE STAGE**  
**IMMEDIATELY FOLLOWING TOWN MEETING**  
**NOT LIVESTREAMED**

Present: Kenneth McKinley, Owen Casas, Douglas Cole, Mark Kelley and Thomas Gray. Also Present: Richard C. Bates, Town Manager, Linda M. Greenlaw, Town Clerk, the Press (Lynda Clancy) and Heaven Bartlett, Budget Committee and Library Committee

Elected Select Board Members, Douglas Cole, Mark Kelley and Thomas Gray were sworn in by Town Clerk, Linda M. Greenlaw immediately following the Town Meeting.

I. CALL MEETING TO ORDER

Linda M. Greenlaw, Town Clerk, called the meeting to order at 8:54 P.M.

II. NEW BUSINESS:

a. Elect a Chair:

**MOTION: Owen Casas moved to elect Kenneth McKinley as chair of the Select Board for the year 2017-2018. Douglas Cole seconded the motion.**

**Linda – if there are no other nominations, I would ask for a motion and a second for nominations to cease. It was moved and seconded for nominations to cease. VOTE ON MOTION: 5 FOR – 0 OPPOSED**

**VOTE ON THE FIRST MOTION: 5 FOR – 0 OPPOSED**

The Town Clerk turned the meeting over to the Chair, Kenneth McKinley

b. Elect a Vice-Chair:

Ken – ask for nomination for vice-chair.

**Mark Kelley moved to elect Douglas Cole as vice-chair. Douglas Cole seconded the motion.**

There was discussion if the person as vice chair should be someone with experience or not.

Mark – in lieu of hearing that some of you may not reup next year, I feel that it would be a good learning experience for Doug to train under the chair.

Ken – all of you new guys have a lot to learn.

There was a lot of discussion on this item.

Mark – I am not interested in being vice-chair, but I do support Doug. He has the time to put into being this and is available.

Ken – I would support Owen.

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Owen – I don't feel confident to be chair, but could be vice-chair. I will not pitch a fit if it is not the will of the Board. I do not have any intention of seeking reelection.

Ken – I believe that serving two terms is enough.

Tom – I confess that we are green and appreciate Owen being willing to serve as vice-chair.

**Thomas Gray moved to nominate Owen Casas as vice-chair. Kenneth McKinley seconded the motion.**

Ken – I feel that experience is important. You will be in a better place in a year.

Owen – any time that you guys can put in to be more involved is appreciated. It is a learning curve.

Ken – we will meet weekly with the Town Manager as the chair sets the agenda and the vice-chair participates to form the agenda.

Rick – it is important to set the agenda. Attendance of the Select Board at the meeting has been excellent. The prior chair was sensitive to everyone's schedule.

It was suggested that maybe Doug would like to be the person the review and sign the warrant.

Doug – no, I don't think so.

Ken called for the vote on the two candidates that were nominated.

**VOTE: 3 FOR OWEN (Casas, McKinley and Gray) – 2 FOR DOUG (Cole and Kelley)**

- c. Elect an Authorized Representative and an Alternate to sign Warrants for the Expenditure of Funds.

Ken & Owen – this is a great learning experience.

Ken – asked for nominations or someone to volunteer.

**Owen Casas moved to elect Mark Kelley as the Primary authorized representative to sign warrants for the expenditure of funds and payroll. Thomas Gray seconded the motion.**

**VOTE: 5 FOR – 0 OPPOSED.**

**Kenneth McKinley moved to elect Owen Casas as the alternate authorized representative. Douglas Cole seconded the motion. VOTE: 5 FOR – 0 OPPOSED**

- d. According to the Town Charter, Article II, Section II (b), "The Board shall determine, at its organization meeting its own rules and order of business for the ensuing year; such rules to be recorded and made available for public inspection and publication. In developing rules, the Board shall endeavor to establish and follow parliamentary procedures." (See attached)

Tom – made a comment regarding the inefficiency of the public speaking out of turn at the Select Board meetings. I think that you should take this comment under advisement.

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Ken – explained how the public comment section of the agenda works.

Mark – for the most part, the meetings are run really well.

Ken – talked about how they utilize agenda changes.

Doug – gave the Board a copy of the use of a consent agenda explaining that this is what he used at the hospital meetings that he was chair of. (See attached) You need to focus on the important things. He asked for this to be discussed at the next meeting.

Mark – asked when the deadline is for agenda items.

Ken – early the week before the meeting. You should read the Charter. He discussed that the Board does an annual review of the manager.

Doug – do you set personal goals for the manager?

Ken & Rick – the Board meets in August to set the goals.

**Owen Casas moved to accept Article II, Section II (b) as written (Select Board Bylaws dated August 22, 2016). Douglas seconded the motion. VOTE: 5 FOR – 0 OPPOSED**

e. Set the next Select Board meeting as Monday, June 26, 2017, 7:00 p.m.

**Douglas Cole moved to set the date for the Select Board Meeting as Monday, June 26, 2017 at 7:00 p.m. Thomas Gray seconded the motion. VOTE: 5 FOR – 0 OPPOSED**

f. Distribution of the past year's (2016-2017) Select Board liaison assignments; to be discussed and set at the June 26 Select Board meeting

Ken – we will have a Select Board Workshop to discuss this next week.

Tom – I will not be available.

It was suggested that he SKYPE in.

Mark – I am comfortable with what committees you already are on.

Owen – the CIP (Capital Improvement Plan) is very important. I don't feel that I will be able to give it the time that I should and would like to give up that committee as liaison. They are just getting going again.

Ken – I am comfortable with where I am with committees. We can discuss the calendar and what we need to do.

Doug – why can't we just have the committee chair report to us?

Ken – they do that on an annual basis. Each of them report to the Board at a specific time. We schedule them to attend a meeting with their report.

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Tom – I feel that the personal contact with the committees is good.

g. Distribution of committee members with indications of those who have already indicated their preference to either renew or not renew their appointment(s) (See attached)

Mark – asked about new members for the CIP Committee?

Rick – I asked Peter Johnson and he declined as they are expecting their first child and will be busy.

Mark – asked about the former Select Board members, especially Geoff.

Ken – because of the work being done, it will make our job easier.

h. Distribution of the coming year's (2017-2018) calendar showing meeting and workshop dates

Ken – Bill has already done the calendar for the year and did a good job.

Rick – some of the meetings are place holders.

Owen – he used to give a new updated calendar every month.

Ken – take a look at it and I will try to update it each month as soon as I learn how to use the program.

Ton – will SKYPE in from his dorm room as he will be at a college next week.

Ken – asked if everyone was all signed up with the Town's email. We will set up training for elected officials for you. Please be careful with emails. Any emails discussing town business is considered discoverable. We can talk one on one, but not as a Board as that would be considered a meeting. All of our meetings need to be held in the open.

Owen – it is considered a serial thing if we discuss issue with three or more members.

Ken – we will have a workshop to get to know each other. We will meet Tuesday, the 20<sup>th</sup> at 7:00 p.m. Tom will SKYPE in at 6:00 p.m. from his location.

i. Other Business –

Owen – when I started I had a one on one with Bill on the do's and don'ts. We have one employee and it is that guy (Rick), pointing to him. We cannot direct any other employees.

Mark – we can talk to them but cannot direct them.

Rick – I don't mind if you send an email to me and copy the Department Head with small issues. I just ask that you use common sense.

Doug – as a new member, I was in awe of the people on the podium this evening. The elephant in the room is the request from the public to have the Select Board to take care of business. I pledge to do what is best for the citizens of Rockport.

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Mark – we all do the same as well.

Doug – the meetings are too long and there has been a lack of decision making. Lastly is the library and on this I will be a pain in the - - - about this. I have very strong feelings on the library.

Ken – you have no argument there. We have been trying to listen to everyone in the town.

Doug – we need to listen and to make a decision.

Ken – we have to have something to put before them and then take it to vote.

Ton – I feel that we need more research. We have limited information. The second referendum was the move to have the library at RES and fairly late in the stage a group spread misinformation so the vote failed. We don't really know what the town feels.

Mark – why not just say a library to be located at 1 Limerock Street and how many square feet.

Rick - we are off track and this subject should be discussed at a meeting so the public can be part of what is being discussed.

Mark – can we make a decision?

Owen – we could at our next meeting, but we won't have a buy in from the residents.

Rick – this subject needs to be livestreamed for the public.

Doug – we need to get beyond this.

Ken – shut off the discussion

III. ADJOURNMENT

**Owen Casas moved to adjourn the meeting at 9:47 p.m. Thomas Gray seconded the motion. VOTE:  
5 FOR – 0 OPPOSED**

Meeting was adjourned at 9:47 p.m.

Respectfully submitted,  
LINDA M. GREENLAW,  
TOWN CLERK AS RECORDING SECRETARY