

Norfolk Board of Selectmen's Open Session Meeting Minutes February 8, 2019

Present: Jim Lehan; Kevin Kalkut; Todd Lindmark, Interim Town Administrator

The meeting was held in Room 124, Town Hall. Jim Lehan called the meeting to order at 2:00 p.m.

Jim announced this meeting is being both video and audio taped. All present recited the Pledge of Allegiance.

Jim reviewed the agenda for the meeting including the appointment of Mr. Robert St. John to the Conservation Commission; the appointment of Jennifer DeLuca to the Town Administrator Search Committee; Voting to add the 1 year unexpired Planning Board position to the ballot for May 7th election; discussion points on the recent retirement of the Fire Chief and the resignation of Selectmen Jeff Palumbo.

Board of Selectmen

Discussion began regarding the Board having two (2) Selectmen until the current election of May 7, 2019. Jim spoke regarding Jeff Palumbo's tenure on the Board. He further identified that there would be a three (3) and a one (1) year term for the two Selectmen positions on the ballot in May.

Conservation Commission Appointment

Kevin and Jim discussed the candidate, Mr. St. John, and the appointment to the Conservation Commission. While they were pleased to see a resident coming forward to help with a vacancy, they had concerns that the candidate residing on Lake St. would need to recuse himself from some of the upcoming meetings regarding said property. They both agreed to have Mr. St. John come to a Selectmen's meeting to review his request for appointment.

Town Administrator Search Committee Appointment

Jim discussed the appointment of Jen DeLuca and indicated that Dr. Ingrid Allardi was recently added to the Committee as she was not available during the first round. Jim indicated he was not comfortable to appoint another to the Committee at this time since they have had the opportunity to volunteer several months ago when the Committee was created. Kevin indicated she would be a good addition and it may help in terms of numbers if the Committee had an odd number. They both agreed to disagree and ultimately decided not to add Jen DeLuca to the Committee. Kevin would reach out to Jen to let her know the decision.

Action Items

Kevin discussed the Planning Board position and the need for the Board to vote on this issue so it could be added to the ballot for the May meeting. The position will be available due to a resignation that will be effective April 30th.

A motion was made by Kevin Kalkut to add the 1 year unexpired Planning Board position to the ballot of the May 2019 Annual Town Meeting. It was seconded by Jim Lehan, and so voted.

Fire Chief

Jim discussed the recent notification of the Fire Chief's retirement, effective June 30, 2019. Jim indicated he would like to have discussions with Deputy Fire Chief Peter Petruchik to see if he would be interested in assuming that role. Kevin agreed.

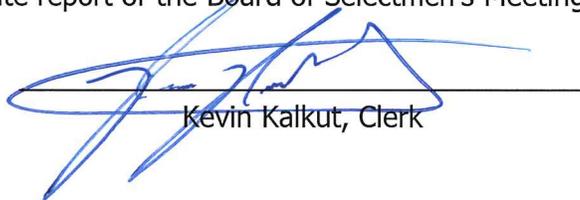
Jim also discussed the possibility of going on to the Norfolk Cable Television to give an update on the process for the selection and hiring of the next Town Administrator. Jim will prepare an outline and send to Kevin for input.

Kevin provided an update regarding his work with the Town Clerk's office and the social media policies along with the third party software vendor for compliance purposes.

Jim spoke about the Town's 2020 celebration and the Committee is looking to get some initial monies to help with the process. Jim indicated about \$2,000 would be needed. Kevin was in agreement with the proposal. Jim asked the Finance Director about being able to include this item in the warrant.

At 2:45 p.m. a motion was made by Kevin Kalkut to adjourn the meeting. It was seconded by Jim Lehan, and so voted.

This is a true and accurate report of the Board of Selectmen's Meeting of February 8, 2019.



Kevin Kalkut, Clerk