



TOWN OF HOPEDALE

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Board of Selectmen

Janet Orff Jacaruso, Chair
Robert P. Burns
Sandra Biagetti

Town Coordinator

Steven A. Sette

Board of Selectmen Minutes

July 8, 2014

Chairwoman Jacaruso opened the Regular Meeting of the Board and Selectmen at 4:00 p.m. in the Draper Room of Town Hall and moved into the agenda. Present: Chair Janet Orff Jacaruso, Selectman Robert Burns, Selectwoman Sandra Biagetti, Town Coordinator Steven Sette, Executive Assistant Susan Brouwer, members of the public, and Videographer Jeff Ellis.

Chairwoman Jacaruso moved to consent items on the agenda

1. Approval of Regular Minutes June 23, 2014

MSDV to approve the Regular Minutes June 23, 2014.

Chairwoman Jacaruso-Aye; Selectman Burns-Aye; Selectwoman Biagetti-Aye

Chairwoman Jacaruso moved to correspondence on the agenda

None

Chairwoman Jacaruso moved to appointments and resignations on the agenda

1. Appoint Tara Taglianetti-Chambers - Board of Registrars

Chair Jacaruso stated that there is an opening on the Board of Registrars and Ms. Taglianetti-Chambers has come forward requesting appointment. Tara presently works the elections and has experience in tabulation of election ballots. Selectwomen Jacaruso and Biagetti feel she would be an excellent fit to this board.

MSDV to appoint Tara Taglianetti-Chambers - Board of Registrars for a 2 year term beginning July 1, 2014.

Chairwoman Jacaruso-Aye; Selectman Burns-Aye; Selectwoman Biagetti-Aye

Chairwoman Jacaruso moved to new business on the agenda.

1. FY 14 End of Year Transfers

Coordinator Sette stated the Town Accountant is requesting additional year end transfers totaling \$23,115 to cover departmental deficits. Finance Chair Karla Hopkins stated the Fire Department deficit is mainly due to the computer server crashing. Karla said the Finance

Committee was aware of this issue but was hoping to put it off until next fiscal year. Chair Jacaruso wants to make sure that proper procurement laws are followed. Coordinator Sette stated he received bids for both the Police and Fire computer servers and that he would make sure to see if further bids are required.

MSDV to approve FY 14 End of Year Transfers

Chairwoman Jacaruso-Aye; Selectman Burns-Aye; Selectwoman Biagetti-Aye

2. Worcester County Selectmen's Association Renewal

Coordinator Sette stated the board needs to appoint a Selectperson to represent the Board of Selectmen at the Worcester County Selectmen's Association meetings and an alternate.

MSDV to approve Worcester County Selectmen's Association Renewal and appointed Sandra Biagetti as primary representative and Janet Jacaruso as the alternate

Chairwoman Jacaruso-Aye; Selectman Burns-Aye; Selectwoman Biagetti-Aye

3. Vadar Systems Contract Renewal – July 1, 2014 through June 30, 2017

Coordinator Sette advised the board that the Vadar Systems contract was reviewed and approved by Town Counsel. Steve said there were a couple of language areas where the Town and Vadar Systems were unable to reach agreement. Coordinator Sette said the contract period is three years; however, with proper notice, the Town can withdraw from the contract without penalty. Coordinator Sette recommended the board approve the Vadar Systems contract.

MSDV to approve Vadar Systems Contract Renewal – July 1, 2014 through June 30, 2017

Chairwoman Jacaruso-Aye; Selectman Burns-Aye; Selectwoman Biagetti-Aye

4. Town Coordinator Steven Sette Annual Review

Chair Jacaruso stated board completed their individual evaluations of Coordinator Sette and she has compiled a public summary of his evaluation. Janet stated the board as a whole feels that Steve has been a valuable asset to the Town of Hopedale and the board is exceptionally pleased with his overall performance. Chair Jacaruso said since Steve has come on board, the town meetings run very smoothly and that collective bargaining agreements and employee contracts have been successfully negotiated. In addition, Steve updated the personnel bylaw to give non-union town employees more competitive wages. Coordinator Sette's overall rating score was 90 percent. The individual evaluation areas included his relationship with selectmen (95 percent), fiscal management (85 percent), community and public relations (98 percent), personnel administration (85 percent), and professional skills and abilities (94 percent). Areas where Steve scored lower marks were in fiscal management and personnel administration although the board feels strongly that as he gains knowledge in Massachusetts State Laws these areas will improve.

Coordinator Sette thanked the board for their confidence in hiring him as Town Coordinator and stated that Hopedale as a town is a real gem. Steve said he will to work on improving the

Town's fiscal management and personnel administration and will continuing to move the Town in the right direction.

Chair Jacaruso said the next step in the evaluation process is to set goals and objectives for Coordinator Sette. She said the board and Steve have listed goals and requested this item be placed on the next agenda. Janet would also like the evaluation tool added to the next agenda, so the board can critique it.

Chairwoman Jacaruso moved to old business on the agenda

None

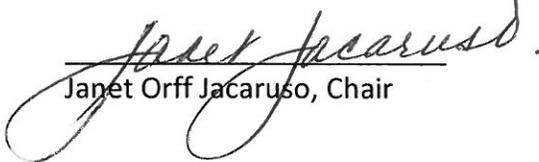
Chairwoman Jacaruso then moved to other topics not reasonably anticipated by Chair 48 hours before meeting

Chairwoman Jacaruso then moved to Coordinator News

None

With no further business before them at 4:27 p.m. the board adjourned.

MSDV Chairwoman Jacaruso-Aye; Selectman Burns-Aye; Selectwoman-Aye



Janet Orff Jacaruso, Chair

Robert P. Burns



Sandra Biagetti

Hopedale Board of Selectmen

*Moved, Seconded, Discussed and Voted ** Roll Call Vote