

## **Town of Rochester**

### **Office of the Select Board**

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#### **Select Board Members**

Paul Ciaburri, Chair  
Bradford N. Morse, Vice Chair  
Adam C. Murphy, Clerk

#### **Town Administrator**

Glenn D. Cannon  
**Executive Assistant**  
Amanda L. Baptiste

### **SELECT BOARD MEETING**

### **MONDAY, NOVEMBER 6, 2023**

Select Board Chair Paul Ciaburri and Clerk Adam Murphy are Present.  
The Select Board's Open Meeting is opened by Chair Paul Ciaburri

#### **Minutes:**

**Motion:** A motion is made by Select Board Member Murphy to accept the Open Session Minutes from October 24, 2023. The motion is seconded by Select Board Member Ciaburri. All present members of the Board are in favor, the minutes are approved with a unanimous vote.

#### **People on the Agenda:**

**Police Chief Robert Small: Request for Full-Time Officer Appointment Andrew Bumpus** – Police Chief Small recommends Andrew Bumpus as a Full-Time Patrol Officer.

**Motion:** A motion is made by Select Board Member Murphy to appoint Andrew Bumpus as a Full-Time Patrol Officer. The motion is seconded by Select Board Member Ciaburri. All present members of the Board are in favor, the motion passes with a unanimous vote.

**Labor Counsel: Personnel By-Laws** – Personnel Board members Kristine Nash, Peter Bourgault, and Gregory Hardy are present to give the Board an update on the progress that the Personnel Board has been making and discusses with Town Counsel the pros and con of changing the current personnel bylaws into personnel policies.

#### **Select Board Signature:**

**Finance Director contract amendment** – Town Administrator Cannon notes that an updated contract is in front of the Board to approve; the amendments included a correction in both hours and accruals from the original contract.

**Motion:** A motion is made by Select Board Member Murphy to approve the Finance Director's contract as presented. The motion is seconded by Select Board Member Ciaburri. All present members of the Board are in favor, the motion passes with a unanimous vote.

#### **Correspondence:**

**Resident Joshua Trombly: Request for Appointment to Event Planning Committee** – Chair Ciaburri reads a letter from resident Joshua Trombly, requesting to be appointed to the Event Planning Committee.

**Motion:** A motion is made by Select Board Member Murphy to appoint Joshua Trombly to the Event Planning Committee. The motion is seconded by Select Board Member Ciaburri. All present members of the Board are in favor, the motion passes with a unanimous vote.

**Planning Board letter regarding Red Brook Farm East** – This discussion is tabled at this time.

**Town Administrators Report:**

- Town Administrator Cannon lets the Board know that he has worked with ORCTV to get an upgraded owl camera system so that the sound issues that we have been having will be corrected for residents watching at home.
- Town Administrator Cannon wants to remind everyone that the Town Hall Offices will be closed on Friday, November 10, 2023, in observance of the Veteran's Day holiday.
- Town Administrator Cannon states that the next Select Board meeting will be held on November 20, 2023.

The Board then discuss the possibility of holding Select Board meetings at the Council on Aging going forward, as the attendance at the meetings has grown.

**Old Business:**

**Payroll and/or Vendor Warrant Approvals** - Select Board Member Ciaburri notes that all payroll and vendor warrants have been signed.

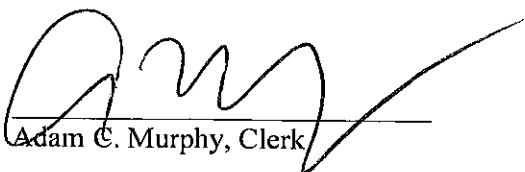
Select Board Member Murphy states that he and Town Administrator Cannon met with the Building Committee to tour the Police and Fire stations to get the beginning stages of the projects underway.

**New Business:**

**Recommendation of Executive Assistant to Attend Classes for MCPPO (Massachusetts Certified Public Purchasing Official)** – Town Administrator Cannon lets the Board know that the State's office is offering free procurement training to one employee from each town. Mr. Cannon recommends that Executive Assistant, Amanda Baptiste be approved to attend the training course, the Board agree and note this is a great opportunity for the Town.

**Adjournment:**

**Motion:** Select Board Member Murphy makes a motion to adjourn the meeting. The motion is seconded by Select Board Member Ciaburri. All present members of the Board are in favor. Roll Call Ciaburri – Aye, Murphy - Aye 2:0 motion passes.



Adam C. Murphy, Clerk