

TOWN GOVERNMENT REVIEW COMMITTEE

Minutes of January 19, 2012 meeting

Meeting called to order at 7:07 PM

Members in attendance were Boyd Jackson, Jan Ablon, Holger Luther, George Anderson (in absentia)

Others in attendance were: Laura Powers, Dick Gandt, Steve Powers

Discussion:

- Interviewed Roberta Knight
- She was executive secretary to the Board of Selectmen for nineteen years previous to her current position and duties
- Discussed the fact that Roberta is not an official Land Use Coordinator but much of her activities pertain to land use issues primarily because she works for the Planning Board and Zoning Board of Appeals as recording secretary and record keeper
- Roberta's official job is in charge of purchasing and grant applications
- Discussed the fact that the Board of Selectmen have agreed to purchase a permitting software package that will make record keeping for the Planning Board and the ZBA more complete and more centralized
- Roberta feels that the Town Administrator position should be made a stronger position sooner rather than later
- She believes in more centralization of control of town government
- She believes that administrators (specifically mentioned were Board of Health and Cons Com) should report directly to the town administrator
- She believes that the Town Clerk should be appointed

Meeting was adjourned at 8:33 PM