



## **Board of Selectmen Meeting Agenda**

Date: Monday, February 26, 2018  
Time: 6:00 PM  
Location: Town Hall, Conference Room A

Pledge of Allegiance

Chairman's Announcement that meeting is being broadcast and recorded for re-broadcast

1. **Acceptance Of Minutes**
2. **Approve Warrant And Sign Purchase Orders**
3. **Public Communications**
4. **Town Administrator's Report**
5. **Appointments / Resignations**
  - 5.1. Appointing Authority -- Housing Authority Appointment
  - 5.2. Appointing Authority: Appointment Of Administrative Assistant To The Board Of Selectmen And Green Communities Coordinator
6. **Action Items**
7. **Old/New Business\***

\*Other matters that may arise that the chair didn't reasonably anticipate
8. **Executive Session**
  - 8.1. EXECUTIVE SESSION PER M.G.L. CHAPTER 30A §21

To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual. The individual to be discussed in such executive session shall be notified in writing by the public body at least 48 hours prior to the proposed executive session; provided, however, that notification may be waived upon written agreement of the parties. A public body shall hold an open session if the individual involved requests that the session be open. If an executive session is held, such individual shall have the following rights:

    - i. to be present at such executive session during deliberations which involve that individual;
    - ii. to have counsel or a representative of his own choosing present and attending for the purpose of advising the individual and not for the purpose of active participation in the executive session;

- iii. to speak on his own behalf; and
- iv. to cause an independent record to be created of said executive session by audio-recording or transcription, at the individual's expense.

The rights of an individual set forth in this paragraph are in addition to the rights that he may have from any other source, including, but not limited to, rights under any laws or collective bargaining agreements and the exercise or non-exercise of the individual rights under this section shall not be construed as a waiver of any rights of the individual.

#### 8.2. EXECUTIVE SESSION PER M.G.L. CHAPTER 30A §21

To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual. The individual to be discussed in such executive session shall be notified in writing by the public body at least 48 hours prior to the proposed executive session; provided, however, that notification may be waived upon written agreement of the parties. A public body shall hold an open session if the individual involved requests that the session be open. If an executive session is held, such individual shall have the following rights:

- i. to be present at such executive session during deliberations which involve that individual;
- ii. to have counsel or a representative of his own choosing present and attending for the purpose of advising the individual and not for the purpose of active participation in the executive session;
- iii. to speak on his own behalf; and
- iv. to cause an independent record to be created of said executive session by audio-recording or transcription, at the individual's expense.

The rights of an individual set forth in this paragraph are in addition to the rights that he may have from any other source, including, but not limited to, rights under any laws or collective bargaining agreements and the exercise or non-exercise of the individual rights under this section shall not be construed as a waiver of any rights of the individual.

The Town of Pepperell strives to assure that no individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the Town of Pepperell. Towards that end, persons with special needs are asked to contact the Selectmen's Office in advance of any meeting to assure that prior arrangements are made to assure full participation in the meeting.