

SELECT BOARD MEETING AGENDA

July 24, 2023

Dennis Ready Meeting Room 204
Town Offices, 50 Billerica Road
Chelmsford, MA 01824

This meeting of the Select Board will be held in person, with both in-person and remote public participation allowed. Members of the public may watch the meeting live at live.chelmsfordtv.org. Please do not join the Zoom meeting unless you intend to participate.

Topic: Select Board

Time: Jul 24, 2023 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85211320160?pwd=WFE4emNLOUNCOXpjeDcvNGpWSXR5dz09>

Meeting ID: 852 1132 0160

Passcode: 189574

Dial by your location: +1 929 205 6099 US (New York)

1. 6:00 PM CALL TO ORDER

2. PUBLIC SERVICE ANNOUNCEMENTS

- Deadline for Submission of Citizen Petition Warrant Articles for October 16, 2023 Fall Annual Town Meeting: Monday, August 7th by 4:00 PM
- Chelmsford Public Schools Recruitment Event: July 25th at 2:00 PM
- Military Covenant Community Task Force Military Appreciation Cookout, August 8th at 5:00 - 7:00 PM

Documents:

[PUBLIC NOTICE SB DEADLINE CITIZEN PETITIONS - FALL 2023.PDF](#)
[CHELMSFORD SCHOOLSPOSTER.PDF](#)
[MILITARY_APPRECIATION_FLYER_2023.PDF](#)

3. PUBLIC INPUT

4. COMMITTEE VACANCIES

Documents:

[COMMITTEE VACANCIES AS OF 2023-07-24.PDF](#)

5. REPORTS AND PRESENTATIONS

- DPW Director Christine Clancy: Monthly ARPA Report
- DPW Director Christine Clancy: Pilot Inflow Removal Program - Sump Pump Inspection

Documents:

[7.19.23_ARPA UPDATE FOR SB COVER LETTER.PDF](#)
[7.19.23_ARPA UPDATE.PDF](#)
[CHELMSFORD INFLOW FLYER.PDF](#)

6. ANNUAL PERFORMANCE APPRAISAL: TOWN ACCOUNTANT DARLENE LUSSIER

Documents:

[TOWN ACCOUNTANT FY2023 REVIEW - COMPREHENSIVE.PDF](#)

7. ANNUAL PERFORMANCE APPRAISAL: TOWN MANAGER PAUL COHEN

Documents:

[TOWN MANAGER REVIEW FY23 - SB SCORECARD AVG.PDF](#)

8. EXPRESSION OF INTEREST - STRATEGIC PLAN

Documents:

[STRATEGIC PLAN EXPRESSION OF INTEREST COST ESTIMATES.PDF](#)
[ANN DONNER - TOWN OF CHELMSFORD EXPRESSION OF INTEREST.PDF](#)
[CHELMSFORD_JMG_SP_PROPOSAL_BUDGET_071723.PDF](#)
[CHELMSFORD COST PROPOSAL 7.6.23.PDF](#)
[CHELMSFORD STRATEGIC PLAN COST MEMO 7-6-23.PDF](#)

9. TOWN MANAGER BID AWARDS

- Center School Boiler

Documents:

[BID AWARD RECOMMENDATION.PDF](#)

10. TOWN MANAGER REPORTS

- MBTA Advisory Committee Vacancy

Documents:

[MBTA ADVISORY BOARD DESIGNEE.PDF](#)
[GENERAL LAW - PART I, TITLE XXII, CHAPTER 161A, SECTION 7A.PDF](#)
[GENERAL LAW - PART I, TITLE XXII, CHAPTER 161A, SECTION 1 EXCERPT.PDF](#)

11. APPOINTMENTS

- Select Board Appointments
 - Annual Election Worker Appointments
 - Diversity, Equity, and Inclusion Committee: Jen Melanson, 3-year term exp. 6/30/2026
- Town Manager Appointments
 - Parade Committee Annual Reappointments

Documents:

[ELECTION WORKER APPOINTMENTS-2023-07-20.PDF](#)
[DEIC APPLICATION - MELANSON.PDF](#)
[PARADE COMMITTEE 2024.PDF](#)

12. MEETING MINUTES

- Select Board Regular Meeting Minutes July 10, 2023
- Announcement of Determination of Releasability of Executive Session Minutes
 - Minutes for Release
 1. June 26, 2023 Segment 1
 2. July 10, 2023 Segment 2
 - Minutes Not for Release
 1. June 26, 2023 Segments 2, & 3

Documents:

[07-10-2023 SB MINUTES DRAFT.PDF](#)

13. SELECT BOARD MEMBER LIAISON REPORTS AND REFERRALS

14. EXECUTIVE SESSION TO RETURN TO OPEN SESSION

- Strategy with Respect to Negotiations with Non-Union Personnel - Town Accountant and Town Manager
- Conduct Negotiations with Non-Union Personnel - Town Accountant and Town Manager
- Review Executive Session Meeting Minutes of July 10, 2023 Segment 1

15. APPROVAL OF FY24 SALARY FOR TOWN ACCOUNTANT

16. APPROVAL OF FY24 SALARY FOR TOWN MANAGER

NEXT REGULAR MEETING DATE: **August 14, 2023**