

**HAMPDEN
MASSACHUSETTS**



GOVERNMENT STUDY COMMITTEE

MINUTES

Meeting: August 28, 2023; 6:30pm

Attendees:

	Cliff Bombard	X	Keith Pixley
X	Michal Boudreau		Luis Severino
X	Eric Brewer		
X	Donna Hatch		
X	John Matthews		

Minutes 08/28/2023

Pam Courtney, Administrative Assistant

- Reports to the BOS and T/A
- Needs to be more sharing between T/A and her position
- Takes care of BOS meetings and Town Meetings
- Took part in negotiations; takes notes
- Provides communication between Fire, P.D. and Highway
- Is the contact for Town employees Health Insurance and Town Hall insurance
- Handles Liquor Licenses, Auto Dealers Licenses, Pole petitions
- Previously acted as Procurement Officer, and also wrote the Bid Specifications
- Does not feel a 5-member BOS has advantages
- No acknowledgment of time served

Don Davenport, Member of BOS

- Relationship between BOS and T/A is good
- BOS sets policy, and this should be carried out
- BOS does some of the capital planning
- Feels there is lack of participation from public, too busy or just apathetic
- Needs to have a strong T/A, could then handle the HR requirements
- Full-time strong T/A rather than a part -time T/A
- Need to give authority to T/A for Budget preparation, and work with Advisory Committee

- Delegate authority / give T/A authority through By Law or through contract
- Cannot micromanage the T/A
- Need assistant for the T/A
- Elected vs appointed position, appointed provides a bigger pool but could be more costly
- Treasurer and Tax Collector should be one position
- Town Clerk should be appointed
- 4 days a week works for Town Hall
- People that are in place that's why 4 days a week works
- Appointed position could help resolve issues
- Open Meeting Law follow the rules
- Open Meeting with 3 Selectman is difficult for communication when outside of meeting
- Cross training could help when positions open up; T/A could help fill in the voids
- Recall petition process can be a lengthy and difficult process
- Stops in on Monday for agenda, and recap on Tuesday with T/A