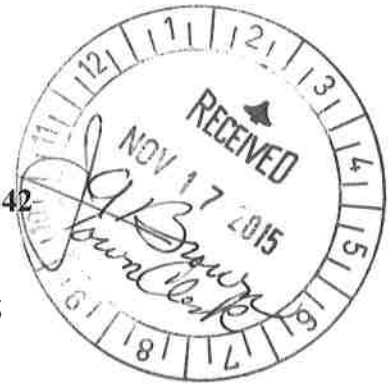




**TOWN OF FREETOWN
BOARD OF SELECTMEN**
3 North Main Street/P.O. Box 438
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PHONE: 508-644-2201; FAX: 508-644-3342



**MINUTES OF MEETING
OF WEDNESDAY OCTOBER 14, 2015**

**TOWN ADMINISTRATOR'S OFFICE
3 NORTH MAIN STREET ASSONET, MASSACHUSETTS 02702**

2:30 P.M. Call to Order by Lee Baumgartner. Others present. Selectman Paul Sadeck, Town administrator Jack Healey and Town Accountant Kimberley Fales.

Jeff Cannon is asked what he has done in the past. He says he flew helicopters and then sales and then he went into municipal management in for 12 years. He started in Marlboro then was moved to Chelsea and did personnel and then was moved back to Marlboro. Nantucket was looking for a Collector/Treasurer and stayed there 3 years and then was hired by Barnstable. He learned the Collector/Treasurer job with Nantucket but was employed by Barnstable for 6 years and also worked for Millis for 6 years. In 2005 I took a position with Millis for 6 ½ years. I retired on the day I had 20 years of service. Mr. Cannon and his wife also owned a daycare for 18 years; they just sold it last year. I now am looking for something else to do part time to fill my days. Selectman Sadeck says he knows both sides and with the help of the office staff and Town Accountant the office has held up but we would like the lady in the office move up the ladder. Mr. Healey said we would like help in guiding her and also collecting taxes. We do have funky cases and need advise on. Mrs. Fales says for the most part Jessica is in the Department, you also have an Assistant Collector that handles the collecting and you have use of a floater when available. The receipts are getting posted and all the payroll and cash is reconciled each month. The day to day is good and there was an attempt for tax titles with the prior treasurer/collector that needs to be revisited because they are for 5 years. FY15 needs tax takings. We have 1.3 million that need to be cleaned up. A review needs to be done. Mr. Cannon asks who does the benefits. Ms. Fales says your office would. He says Freetown is a little bigger than Millis I would say the staffing is less here but you do a little less here. I wonder if coverage is a problem. Ali explains the floater coverage to him. Mr. Cannon is looking for a couple a months and that is fine. Selectman Sadeck says we have lockbox and on line payments so that would reduce the window traffic. Mr. Cannon asks if he uses Vadar and he isn't familiar with that but he does know those people that started it. Mr. Cannon doesn't use it and isn't familiar with Harpers. Mr. Cannon says he is looking for Tues, Wed, Thurs for his core days. Ms. Fales says she doesn't think there needs to be someone in that capacity for 5 days. Jessica already is doing the stuff. Selectman Sadeck asks how many hours do you want to work? Mr. Cannon says he wouldn't want to work over 20 hours. Mr. Cannon was earning \$41.26 with benefits. Ms. Fales says how about 6 months at a time. Ms. Cannon is comfortable with 6 months. Mr. Cannon is looking for \$36.84 at 19 hours per week. He is a Certified Treasurer. Selectman Baumgartner is good and Selectman Sadeck is good with the offer. We will draft a contract for 6 months for an option to extend and get it to you. Mr. Cannon will begin on Oct 27th.

Motion (Sadeck/Baumgartner) at 3:35p.m. to adjourn meeting.

Respectfully submitted,

Ali Golz, Administrative Assistant