

TOWN OF IPSWICH | MASSACHUSETTS

SELECT BOARD

Meeting Agenda

Monday, August 14, 2023, at 5:00 PM
EBSCO Hall, 5 Peatfield Street, Ipswich, MA

Pursuant to Open Meeting Law M.G.L. Chapter 30A, §§ 18-25, a written notice posted by the Town Clerk and delivered to all Board members, a meeting of the Select Board was held on Monday, August 14, 2023, at 5:00 PM at EBSCO Hall, 5 Peatfield Street, Ipswich, MA

Board Members present: Sarah Player, Chair; Linda Alexson, Vice Chair; Charles Surpitski, Carl Nylén

Also present: Stephen Crane, Town Manager; Leah Niska, minutes recording, Melvin Kleckner, meeting facilitator Collins Center

With a quorum present, the Chair called the meeting to order at 5:08 PM

5:09 PM Stephen Crane introduced the goal setting facilitator from the Collins Center, Melvin (Mel) Kleckner. Mel served 41 years in municipal government in Winchester, Belmont, Wilbraham, Arlington, and retired from Brookline.

The Chair called for citizen queries, Eric Josephson from Washington Street in Ipswich inquired as to how long the Ipswich Police Department keeps license plate scan information. Stephen Crane indicated he would research that with the police chief.

Select Board members introduced themselves. Mel continued on to say goals should be in writing to be useful and successful with buy-in, collaboration, and consensus from other advisory boards like the Finance Committee, School Committee and the Town Manager. Goals should be flexible and adaptable to change and also recognize when some things aren't ready.

Mel shared Open Meeting Law (OML) basics from the Mass Attorney General's office.

5:23 PM Michael S. Dougherty joins the meeting.

Linda Alexson questions copying the Board on resident emails. Mel indicated that will be answered later in the meeting. Mel cautions about weighing in on social media as it can be construed as deliberation. Recommends not to call a meeting if within/inside of 48 hours, revisions are ok on agendas, and emergency meetings should be real emergencies. Mel suggests reviewing with town counsel reasons to convene, ensure it is met, minutes, and releasing minutes when a matter is resolved. Mass Attorney General accepts Open Meeting Law complaints and the right to appeal. Mel shares public records guidelines per the Secretary of State of Commonwealth; electronic records are treated the same as paper.

Mel begins an icebreaker with the town manager and select board members.

5:53 PM Goal discussion: Goals should be communicated in a formal way, they may change, may not be timely and the board may have several goals throughout the year. Mel displayed previous board goals relating to water supply infrastructure, governance, long-term capital planning, climate/coastal resiliency, community development, and affordable housing creation and asked if there were additions or subtractions to this list. Carl Nylén suggested community communication as a category and affordability for the affordable housing creation

category. Michael Dougherty suggested long-term capital planning be changed to long-term financial planning. Carl Nylén suggested infrastructure as a goal.

Mel introduced the SMART goal process – Specific, Measurable, Attainable, Relevant, Time based and asked if any goals were attained. SB members name action items attained under current goal list and added select board define what role they wanted to play as electric light commissioners and update to water commissioners on the regional task force.

Mel asked for new goals for the list, removing or rewording of goals from group. Carl Nylén suggested the implementation of housing production plan under affordable housing creation and under climate/coastal resiliency needs an implementation plan for zero carbon resolution adopted by the select board. Michael Dougherty suggested collaboration under governance goal to include town and regional boards and non-government organizations (NGOs). Reassess the partnership between The Trustees of Reservations and the town. Ensure we're living in terms of the agreement. Sarah Player suggested reviewing the partnership agreement.

Linda Alexson shared the town has numerous boards and committees and suggested the chair of each board report to the select board. Stephen Crane suggested a quarterly chair breakfast with chairs of committees to attend. Linda Alexson is interested in more formal report before the select board.

Suggestion on coordinating available programs. Examine, review of town programs that support affordability. Carl Nylén would like to combat Ipswich's reputation as being a hard place to get things done, consider benchmarking against other communities. Mel suggested, "assess and coordinate approval process."

Linda Alexson suggested select board find ways to meet town staff and community.

Michael Dougherty would like town meeting as a goal related to utilize it as a way of bringing people together. Linda Alexson suggested the timing of town meeting could be an issue. Under community outreach, facilitate town meeting to create community unity was added.

7:30 PM Break

7:45 PM Mel asked select board members to rank sub-areas of goals. High numbers were noted on select board clarification of roles as electric light commissioners, board and committee roles/responsibilities, select board as leaders, funding/financing plan, study/coordinate other affordability levers, strategic working group, and community plan implementation. Mel will gather responses, review, analyze and submit for consideration.

Sarah Player suggested discussion around select board norms, behaviors, and process. Discussion ensued about resident participation and comments in public meetings. Select board members should note norms and be submitted to Stephen Crane and Mel's suggested list of norms will be circulated. Norms will be added to a future agenda. Consideration of a third meeting dedicated to finalizing goals was discussed. The board decided to a short period of time to August 21st, discussion ensued about agendas.

9:16 PM Sarah Player asked for a motion to adjourn, Carl Nylén moved, Michael Dougherty seconded. Motion passed unanimously 5-0.