

IN BOARD OF SELECTMEN
DRAFT MINUTES
MARCH 5, 1963

Present - E.F. Moynihan, E.E. Kreitsek, R.C. Venne , and C.F. Giles, Executive Secretary.

1. The first order of business was an organizational meeting and Mr. Edward F. Moynihan was unanimously elected Chairman for the coming year.
2. The budget figures in the areas where there was disagreement with the Finance Committee.
3. The name of William V. Garzia was selected as the juror. (The next day word was received that Mr. Garzia was arrested last Saturday by the State Police, so it will be necessary to select another name on March 14.
4. The Executive Secretary reported on the hearing at the State House on Senate Bill #364. The Executive Secretary recorded the Selectmen and the Planning Board as in favor of this Bill. Mrs. Nancy Taft and Mrs. Shirley Warner who accompanied the Executive Secretary recorded the League of Women Voters also in favor of this bill.
5. Discussed the matter of the rate to be charged for the use of the Addressograph and Multigraph. This rate is to be the same which is \$2.00 for the operator and \$3.00 for the use of the machine per day. The machine is to be used only for Town government, that is only for municipal town functions. Possible exception is the Fire Department Association. The Selectmen may grant exceptions on receipt of an application in writing which should be received the week before the intended use. In such cases only our assigned operator is to be used.
6. The matter of letters from Mr. Rhodes, and Mrs. Eliason was discussed. Executive Secretary to find out the exact policy on petitions, that is do we always use the first three names and then say etc. or what is the correct procedure?
7. The question of the DUMP article was discussed, and it was agreed to see the Board of Health before the meeting so that there would be no argument on the Town Hall floor about the terms or wording of the contract. These matters could be settled between ourselves later.
8. Approved the revised form of Application for Town Hall rent. Mr. Sherman to have the Sudbury Players complete a new form and find out from Mr. Pynn at the Bank if the Antique dealer is a charitable or commercial institution.
9. Request Executive Secretary to have Mr. Tighe sign the traffic rules and orders.
10. Mr. Kreitsek as Clerk pro-tempore signed the Edison paper. Executive Secretary to find out if he can be Clerk of the Board of Selectmen.
11. Voted to have the Executive Secretary handle electric light applications.
12. Determined the correct amount to appear in the motion on unpaid bills.
13. Voted to change the meeting nights so that the Selectmen will meet every Thursday instead of Thursday one week and Tuesday the following week.
14. Requested that the Executive Secretary see the Superintendent of Schools about setting up chairs for the Town Meeting. (Plenty of them). Have checkers there, Police protection and microphones. (I checked with Mr. Tighe, and he says that the Town Clerk provides the list of voters everything else is taken care of by the Selectmen.)

15. Executive Secretary to investigate as soon as possible the application of data processing to various jobs in the Town Hall.

16. Executive Secretary to call the Election Officer in the office of the Secretary of State (Norman Gleason) and see if it is necessary for candidates in a Town election to file a report of campaign collections and expenditures and if so the 'time limit' for this report - 14 days after an election.

17. Executive Secretary to send Mary Ellen Gale a note of appreciation for her work as Chief Warden.

18. The suggestion was made that at some time in the future we will ask the Fire Department and the Police Department to let us meet with them and this might also apply to other groups within the Town, the object being to discuss mutual problems and see how we might best solve them.

Respectfully submitted,

Clifton F. Giles
Executive Secretary