



# Select Board Meeting Notice AGENDA



Date

February 14, 2023

Time

7:00 PM

Location

Bourne Veterans' Community Building  
239 Main St., Buzzards Bay  
Or virtually (see information below)

*The Zoom chat will not be monitored. Participants who wish to speak must raise the hand icon until the Chair asks them to unmute. Note this meeting is being recorded for live broadcast and televised replay by BourneTV. If anyone is audio or visual recording, please acknowledge it at this time.*

If anyone from the public wishes to access the meeting, they can do so by calling the following conference line:  
**1-929-205-6099.**

**Zoom Meeting ID/Call in ID: 869 5775 5505**

**Password: 529740**

All items within the meeting agenda are subject to deliberation and vote(s) by the Select Board.

## **7:00 PM Call Public Session to Order in Open Session**

1. Moment of Silence to recognize our Troops and our public safety personnel
2. Salute to the Flag
3. Vision: Bourne is a proud community that embraces change while respecting the rich heritage of the town and its villages. It is a municipality based on strong fiscal government with a durable economy that recognizes the rights of all citizens, respects the environment, especially the coastal areas of the community and the amenities that it affords. Bourne embraces excellent education, and offers to citizens a healthy, active lifestyle.
4. Mission: Bourne will maximize opportunities for social and economic development while retaining an attractive, sustainable and secure coastline and environment for the enjoyment of residents and visitors. Through responsible and professional leadership and in partnership with others, Bourne will strive to improve the quality of life for all residents living and working in the larger community.
5. **Select Board Workshop Discussion – Policies and Rules of Procedures**
  - a. Rules of Procedures
    - i. "Section II. Procedure for Establishing Policies and Procedures" does not include the use of a Policy Subcommittee. The Board should confirm at what point the staff or Counsel is consulted.
    - ii. "Section VIII. Correspondence" does not address when the Board is listed as a CC recipient to emails.
    - iii. No mention of when a "Certificate of Vote" is to be prepared for signature.
  - b. Policies Currently under review or development.

- i. Human Resource – comprehensive redrafting of current Employee Handbook – in conjunction with the Collins Center.
- ii. Financial Policies – comprehensive review – in conjunction with the Collins Center
  - 1. Select Board will need to identify a Steering Committee to guide the process.
- iii. Policies & Procedures regarding acceptance of private ways by Town Meeting.
  - 1. August deadline set for the TA to provide a draft for Board review.
- c. Policies to be prioritized for future review.
  - i. Curbside trash and recycling pickup – citizen request.
  - ii. Memorials – 5-year threshold for establishment – citizen request.
  - iii. Blight Bylaw – citizen request.
  - iv. Building Use – requested by Community Building Trustees’ Chair.
  - v. Code of Conduct – Policy Subcommittee request.
  - vi. Sale & Purchase of Town-Owned Property – Policy Subcommittee request.
  - vii. Public Records Compliance – Policy Subcommittee request.
  - viii. Special Events and Outdoor Facilities – Policy Subcommittee request.
  - ix. Wedding Policy – Policy Subcommittee request.
  - x. Liquor License (package store) – staff request.
  - xi. IT user – staff request.
  - xii. General Bylaw to establish a Responsible Management Entity (RME) for I/A septic systems (public utility district) – staff request.
  - xiii. Others?

6. Correspondence

7. Upcoming meetings:

February 28 – BOS @ 6: 30 – Town Meeting process  
February 28 – BOSC @ 7  
March 7 – legislative delegation & Rail Trail update  
March 14 - Warrant Articles  
March 21 – Recreation Committee/Dept. & summer season update  
March 28 - BOSC

8. Adjourn

RECEIVED  
2023 FEB 10 AM 10:15  
TOWN CLERK BOURNE