

Memorandum

Office of the
Board of Selectmen and Town Administrator

TO: Honorable Board of Selectmen

FROM: Jill R. Myers, Town Administrator

DATE : November 19, 2009

SUBJECT: Town Administrator's Report for the BOS Meeting of November 24, 2009

FY2011 Planning

Budget submittals and narratives were due on November 12, 2009. The Town Accountant is inputting the worksheets into our financial system. I am meeting with most Town departments to discuss submittals, narratives, and impact to services. In general, the submittals are detailed and complete. The budget will be submitted to the BOS and FinCom by 12/15.

FinCom has made the department liaison assignments and will begin meeting soon after the Governor submits the House 1 budget in January. The FinCom Chairman and I discussed the potential invitation to the BOS to a special January FinCom meeting to discuss service impacts and priorities. If agreeable, we are looking at Thursday, January 21, 2009.

Ethics Training: Town Counsel Lisa Mead will conduct two training sessions for staff and Town officials on Wednesday, December 16 at 2:00pm and 6:30pm. Both sessions will also highlight changes to the Open meeting Law. A joint memo from me and the Town Clerk will be distributed the week of November 23, 2009.

Area/Regional BOS Meeting: Kingston is hosting the next meeting of the Regional Boards of Selectmen on Thursday, January 14, 2009 at 6:30pm.

Slip Ramp/Land Swap Legislation: Senator Murray's office noted the bill is on the Governor's desk awaiting his signature.

Plymouth County Health Group Dependent Audit: A friendly reminder to employees and elected officials on **Family** health plans to provide documentation for eligible dependents. The third reminder letter will be mailed on December 15. Nonresponsive Family plan participants will lose health insurance, as permitted per MGL.

Should you have any questions regarding the foregoing, please do not hesitate to contact me. Thank you!