

# Brief Description of Elected Town Offices

\*Indicates Candidate for Re-election Monday, March 25, 2019

## ✓ Assessors-3 year term

**\*Jeffrey Skerry-2019**

Inventory all town property.

Maintain accurate records of location and ownership of property.

Establish a tax rate after Town Meeting.

Bring property to full and fair cash value every three years.

**Ken Manning-2020**

**Thomas Sweeney, Jr.-2021**

## Housing Authority-5 year term

**\*Lisa Donovan-2019**

**Eileen DeSorgher-2022**

**Robert Canavan-2020**

**Eldred Whyte-2023**

**Brent Nelson-State Appointed-2021**

Housing Authority:

The Medfield Housing Authority (MHA) is authorized and operates under the provisions of Chapter 121B of the Massachusetts General Law and is responsible to the Department of Housing and Community Development for the management of Chapter 667 Elderly/Handicapped Housing.

The Medfield housing authority is an agency that provides safe and sanitary housing for low and moderate income for elders and persons with disabilities.

Meetings are held in the Tilden Village Community room on the 2<sup>nd</sup> Tuesday of the month at 6:30pm. Meetings are posted at the Town Clerks Office and open to the public. Meetings are conducted in accordance with the Open Meeting Law in compliance with the governing state regulations.

Housing Authority Commissioners responsibilities:

Hire, fire and evaluate the executive director. The most important responsibility is hiring a qualified executive director.

Set policy as a board based on recommendation of the executive director. Approve by-laws, resolutions, policies and procedures.

Review, approve and monitor budgets and other financial documents to ensure expenditures are in compliance with state regulations and local laws.

## ✓ Trustees of the Public Library-3 year term

**\*Deb Merriam-2019 ✓**

**Colleen Sullivan-2020 ✓**

**Open Seat-2019**

**Maura McNicholas-2021 ✓**

**Lauren Feeney-2020 ✓**

**Jean Todesca-2021 ✓**

Responsible for working with other board members to oversee the library, establishing policy and plans, determining the final budget and advocating for the library.

Strives, as an independent town board, to provide the best possible library service to the residents.

Meet monthly, usually the 2nd Tuesday of the month, for about 1 to 1 1/2 hours.

Represent Medfield library patrons, so diversity is our goal; the more viewpoints expressed at trustee meetings, the better our library users are represented.

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\*Indicates Candidate for Re-election March 28, 2016

### ✓ Park Commissioners-3 year term

\*Nicholas Brown-2019 ✓  
Michael Parks-2020 ✓

\*Mel Seibold-2019 ✓  
Robert Tatro-2021 ✓

Kirsten Young-2020 ✓

Committed to providing affordable, quality leisure, recreational & educational programs to our community. Tasked with providing operational, budgetary, personnel and strategic oversight for the staff and instructors of the Parks and Recreation Department. The staff consists of three full time employees; the Director, Program Manager and Administrative Assistant. The department hires as many as 50 instructors and other seasonal employees on an annual basis.

Tasked with a specific set of responsibilities as follows:

Operational: oversee the day to day operations of the department

Landscape and maintenance:

oversee the upkeep of the Department's physical plant including parks and playing fields

Personnel: oversee human resource issues for staff and instructors and interface with Town personnel board

New facility planning:

oversee the overall strategy for building a replacement facility-Pfaff Center

Fundraising: oversee all fundraising and publicity activities

### ✓ Planning Board-5 year term

\*Paul McKechnie-2019 ✓  
Teresa James-2022 ✓

George Lester-2020  
Greg Sullivan-2023

Sarah Lemke-2021

• Reviews subdivision plans.

Maintains the Zoning Bylaw and the Land Subdivision Rules and Regulations.

Oversees the development of the subdivision.

Abides by Massachusetts General Law Chapter 40A and Chapter 41

### ✓ School Committee-3 year term

\*Meghan Glenn-2019 ✓  
Jessica Reilly-2020 ✓

\*Chris Morrison-2019 ✓  
Leo Brehm-2021 ✓

Anna Mae O'Shea Brooke-2020 ✓

Carries out the mission of the Medfield Public School System:

"The Medfield Public School System will create a dynamic and collegial learning environment. Curriculum and instruction will guide students to achieve high standards and to meet the challenge of change. Through school, family, and community partnerships, students will be prepared to become responsible, sensitive, contributing citizens and lifelong learners."

"Establishes and reviews educational goals and policies for the schools in the district and makes sure they are consistent with the requirements of the law and statewide goals and standards established by the Board of Education.

Participates in the budget process

Hires and evaluates the Superintendent of Schools.

Participates in contract negotiations.

Provides and encourages resources for professional development for staff.

Reviews and provides input to each school Site Council.

Advocates for adequate educational funding and for other issues.

Approves major adoptions or revisions of curriculum upon recommendation of the superintendent."

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## Selectmen-3 year term

\*Michael Marcucci-2019

Gus Murby-2020

Osler Peterson-2021

- Are technically and legally the executive heads of the Town of Medfield government, charged with the final operational authority for the town's municipal government.
- Delegate day to day operation of the town government to the professional staff at the Town House.
- Meet on the first and third Tuesdays of the month, at 7:00 PM, and more frequently as needed.
- Need to know a lot about municipal government operation. However, that can be learned and there are no particular background skills or experience required.

## Town Clerk-3 year term

Carol Mayer-2021

Provides services to the residents of Medfield:

- Election Administration
- Records Maintenance/Management
- Town Census
- Town Meeting
- Licensing
- Information Office

## Town Moderator-1 year term

\*Scott McDermott-2019

Appoints the Warrant Committee.

Is charged with the responsibility of presiding over and appropriately regulating the proceedings at Town Meeting, including deciding all questions of order and making public declaration of all votes.

In Medfield stands for election every year in the annual March town election.

"Our Town Meeting is both a forum for stakeholders in the town's affairs to transact the business of the town (i.e. operating and capital budgets, personnel management, zoning by-laws, and strategic warrant articles) – and also a gathering of neighbors participating in an extraordinary exercise of democracy and self-determination."

## Trust Fund Commissioner-3 year term

\*Gregory Reid-2019

Paul Hogan-2020

Eric Lussier-2021

Under the General Laws of the Commonwealth of Massachusetts Chapter 41, section 45 Medfield has created a board of commissioners of trust funds to manage the funds given or bequeathed to the town. The members shall be elected or appointed by the selectmen.