

**February 11<sup>th</sup>, 2019**  
**Clinton P & R Meeting Agenda**  
5:30pm  
Clinton Parks & Recreation Building  
560 High Street



02-07-19PG3:21 FILE

**Agenda Items****Administrative:**

- Feedback from Town Counsel about Commission's Jurisdiction
  - Chain of Command
  - Letter to Board of Selectmen and Facilities Director
  - Snow Removal Priorities (Role of DPW in Town Properties)
  - Requests for work outside scope of CP&R

**Department Issues:**

- Standards for Optimal Department Operations
  - Communication – Intradepartmental & With Commission
  - Reporting of Hours Worked – “Flex Day” policy
  - Absentee Policy
  - Report of 1-28-19 Meeting with Director Easterling, Chair Ed Verrier & Vice Chair Yoanna Osborne
  - Personal Conduct and Overall Decorum
  - Personnel Issues – Write Ups; Disciplinary Procedure
- Building Maintenance and Upkeep of Work Area
- Assessing condition of town parks on a routine basis

**Meeting Policy:**

- Monthly board meetings on regular cycle (alternate date swap)
- Personal lifestyle choices affecting meeting schedule

**Action items for next meeting:**

- Grant writing duties and overall delegation of workload