



# TOWN OF STERLING

## BOARD OF SELECTMEN POLICY

Policy No: B-1  
Adopted: Dec. 10, 2012

### **ROLE OF THE BOARD OF SELECTMEN**

The Board of Selectmen is an elected board and derives its authority and responsibilities from the statutes of the Commonwealth of Massachusetts, and from the bylaws of the Town of Sterling.

The Board is responsible for executive Town policy development and review. The Board works with the Town Administrator on policy development, and oversees the Town Administrator in his/her role as supervisor of town departments. The Board, through the Town Administrator, is responsible for supervising the departments of general government that are not supervised by other elected Town boards.

The Board will refrain from involvement in day-to-day operations. Concerns or questions regarding the operation of departments, and suggestions for improvements should be addressed to the Town Administrator. A Board member wishing an in-depth inquiry into a department's policies, procedures, or operations must make such a request during a regular Board meeting in open session and receive approval by the Board by consensus or Board vote.

The Board may be called upon to settle disputes that cannot be resolved by the Town Administrator.

Except in the case of emergency, no actions representing the Board shall be taken by a member or members of the Board without the prior consent of a majority of the Board.