

BOARD OF SELECTMEN
Working Session
Town Hall Conference Room
Minutes of December 14, 2015

Clerk Lais called the meeting to order at 5:05PM. Board members present in addition to Chairman Laura Powers (5:10PM), were Selectmen Martha Morrison, Boyd Jackson, Steve Lais and Eldon Goodhue. Of the Selectmen's staff, Town Administrator Kellie Hebert and Board Executive Assistant Donna Rich were in attendance. Other persons present during all or part of the meeting was resident Dick Gandt.

Succession Planning

Town Accountant position: Kellie provided an update and review on the interview that had taken place with the one qualified candidate. Chairman Powers attended the interview and also provided her opinion. Selectman Goodhue suggested a different model, one of hiring the position as a consultant. After a brief discussion it was decided to have the candidate back for a final interview where all members of the Board, if they would like to attend.

Principal Assessor position: Kellie reported that interviews would be taking place later in the week with four identified candidates.

Procurement Agent/Community Development Coordinator & Land Use Administrator: Kellie updated the Board on a new job description for the Procurement Agent targeting tasks that have been left unattended by the retirement of Roberta Knight. There was a discussion relative to this issue and how best to resolve it.

At 6:06 PM, Selectman Lais made a motion to adjourn and Selectman Morrison seconded the motion; so voted: 5-0.

Respectfully submitted,

Donna Rich, Secretary
Selectmen's Office

Per the Open Meeting Law, the documents that were either distributed to the BOS before the meeting in a packet, or at the meeting were:

1. Agenda
2. Town Accountant job description and job posting
3. Procurement Agent/Community Development Coordinator job description

Approved as written at the January 25, 2016 Board of Selectmen's meeting.

<p>Pursuant to the 'Open Meeting Law,' G.L. 39, § 23B, the approval of these minutes by the Board constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Board as to the completeness or accuracy of such statements.</p>
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