
*BOARD OF SELECTMEN
MEETING MINUTES*

**THURSDAY, SEPTEMBER 15, 2016 – 6:30 P.M.
TRAINING ROOM – PUBLIC SAFETY BUILDING**

This meeting was taped for local television.

PRESENT: Leo Janssens II, Chair, Duncan Phyfe, Member, Kyle Johnson, Clerk, Doug Briggs, Town Administrator and Mary Calandrella, Executive Assistant.

I. SALUTE THE FLAG

Leo Janssens called the meeting to order at 6:30 p.m. and led everyone in the Pledge of Allegiance.

II. Board of Selectman to conduct interviews for new Town Administrator.

Leo Janssen discussed the order of questioning and that each candidate will be allowed an Opening Statement, Question & Answer to the Board of Selectman and end with a Closing Statement. There will be dialogue following each questions by the Board of Selectmen if needed.

Motion by Duncan Phyfe , Seconded by Kyle Johnson to go into a recess at 7:15pm vote was unanimous.

Motion by Duncan, Seconded by Kyle Johnson to come out of the recess at 7:47 to resume final interview, vote was unanimous.

III. Discussion

Leo Janssen spoke to the Board on the process of the background checks on each candidate and the cost. Leo asked Doug Briggs the get an estimated cost and the detailed process. Doug Briggs indicated that there is an outside company that conducts the background checks and that a Board of Selectman usually takes a site visit to the candidates current work place as well as a CORI check through the State. Doug recommended to perform these checks on the top candidate only as it is very timely process along with the cost estimating at \$1,200 -\$ 2,000 for each candidate. Chief Larry Barrett also recommended an outside company be used on the selected candidate.

Chief Larry Barrett stated to the Board of Selectman that he was honored to be on the Search Committee under the direction of the Chair, Ed Vitone and stated that all the committee members work very well and effectively together and also timely manner.

IV. ADJOURNMENT

At 8:40 p.m. Duncan Phyfe motioned to adjourn the meeting and was seconded by Kyle Johnson. Motion carried.

Respectfully submitted,
Mary Calandrella-Executive Assistant