

MINUTES  
SPECIAL MEETING  
BOARD OF SELECTMEN

August 19, 2013

Meeting called to order at 6:06 P.M.

**Present** Selectmen Elizabeth Gorski, Joseph D'Amore and Chairman Donald Greaney

All stood for the Pledge of Allegiance

The Board's Assistant provided the Board with copies of twelve applications she has received for the part-time Fire Chief position. She informed the Board they are in the order they were received by her, and asked how they want to proceed.

Selectman Gorski suggested maybe decide on five things that are important to the Board/town to ask the candidates. Chairman Greaney said they should ask what their actual position was and rank them by position and experience; that they should be asked what their experience is with financial planning.

D'Amore suggested using page 7 of the Chief Accreditation System at the last interview; Greaney suggested page 8.

D'Amore mentioned the need to do background checks on the candidates. Chairman Greaney stated they were going to go through the applications and screen out five of the twelve. Selectman D'Amore mentioned that they need to be sure the candidates are physically capable of doing the job.

Selectman D'Amore agreed to write four or five questions and it was agreed that Chairman Greaney will call all the applicants and ask the questions. Chairman Greaney then called all applicants and informed them of the interview process for screening candidates.

**Adjournment**

There being no further business to come before the Board, moved Gorski, seconded Greaney and it was

**VOTED:** To adjourn.

Adjourned at 7:53 P.M.

Respectfully submitted,

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Nancy Lewandowski  
Administrative Assistant