

**LYNDEBOROUGH BOARD OF SELECTMEN
WORK SESSION MINUTES
July 14, 2010**

I. CALL TO ORDER

Chairman Brown called this meeting to order at 6:45 p.m. on Wednesday, July 14, 2010 in Citizens' Hall.

Those persons present were as follows:

Members

Present: Steven Brown, Arnie Byam and Donnie Sawin

Staff

Present: None

Recorder: Steve Brown

Selectman Byam moved to go into a non-public session regarding pending litigation under the provisions of Non-public Session RSA 91-A: 3 II (e). **Selectman Sawin** seconded the motion, so moved.

VOTE: Selectmen Brown, Byam and Sawin voted in favor, and Selectman Brown declared the motion to have carried unanimously (3-0).

The Board then went into nonpublic session, as recorded separately, at 6:45 p.m. The Board returned to public session at 6:55 p.m.

The Board then reviewed the newly drafted BOS Policies regarding operation of the Police Department with the Officer In Charge (OIC) construct. In particular, the review focused on ensuring the division of responsibilities between the Board of Selectmen and the OIC in light of Town Counsel's recommendations.

The Board then reviewed the job description for the Police Department Administrative Assistant, also newly created. The job description was hand annotated with some questions regarding specific duties that were identified, as well as some clerical corrections. The job description would be forwarded to TA Bingham at the next meeting.

The Work Session was adjourned at 8:45 p.m.

Date: September 13, 2010
Steve Brown, Recorder

Steven M. Brown, Chairman

Arnold A. Byam, III

Donnie Sawin