

3

KB

Monterey Administrative Assistant

From: Barbara Gauthier <[REDACTED]@verizon.net>
Sent: Sunday, November 23, 2014 8:07 PM
To: Bethany Mielke
Cc: Monterey Administrative Assistant; Monterey Town Clerk; Tax Collector Town of Monterey; mhwy; Wayne Burkhart; [REDACTED]; Kenn Basler; [REDACTED]; Monterey Building Department; Muriel Lazzarini; [REDACTED]; [REDACTED]; [REDACTED]; [REDACTED]; [REDACTED]; [REDACTED]; Monterey Board of Assessors
Subject: Re: Monterey needs your help!

It seems that Bob and Muriel have informed many people that the Town Hall Structure Committee was formed to combine the Administrative Assistant and the Town Clerk jobs into one position.

This statement was overheard at Roadside by a friend. When I informed Melissa what had been said she had already heard the same thing.

I feel a number of people are being manipulated by asking everyone to write there job description when only one outcome will be accepted. I wish there had been more honesty in setting the committees agenda.

I can not agree with the secret purpose of this committee and do not want to be part of the charade.

Please remove my name from the committee.

Barbara Gauthier

Sent from my iPad

On Nov 17, 2014, at 8:39 PM, Bethany Mielke <bmielkemonterey@gmail.com> wrote:

Good evening,

A committee has been established to take a look at the responsibilities of those who work at town hall to find out ways that we can make your work and your life at town hall easier and more efficient.

To help us accomplish the task at hand please respond to this email with a description of your job responsibilities as you see them, including *what you do* and *who you interact with*.

Please also include the obstacles you've come up against that have made your job difficult, as well as what has made your job easier to do (training sessions, technology, people, etc.).

This information will only be shared among committee members.

We thank you in advance for providing the above information *by noon on Monday, November 24*.

Sincerely,

Bethany Mielke, committee clerk
Larry Klein, chair
Norma Champigny