Town of Sandown, NH
Board of Selectmen
Non–Public Minutes

Meeting Date: Monday, March 4, 2013
Present: Selectpersons: Brenda Copp (Copp), Tom Tombarello (Tombarello), Stephen Brown (Brown), Hans Nicolaisen (Nicolaisen), James Devine (Devine), Lynne Blaisdell, Office Manager and Cynthia J. Robinson, Recording Secretary.
Late to arrive:
Absent:

Employee Matter - Cheryl Eastman, Finance Director

Selectwoman Copp gave the Board an update on the conversation she had with Cheryl Eastman regarding the hours she is to work and any added hours. Ms. Eastman was told to notify the office if she would not be in at her designated time. In addition, she is to notify Selectwoman Copp, as her liaison, if she is going to take time off and fill out the vacation request form when appropriate. Ms. Blaisdell will verify Ms. Eastman's time sheet.

Respectfully submitted,

Cynthia J. Robinson
Recording Secretary

These Minutes are subject to approval at a regularly scheduled Board of Selectmen meeting at which time the above minutes are corrected or accepted and become permanent