

Board of Selectmen

Town of Upton



Massachusetts

Meeting Minutes of February 12, 2011

*Location:* Emergency Operations Center, Fire & EMS Headquarters, 20 Church Street

*Present:* Chairman Michael E. Goodwin, Selectman Robert J. Fleming, and Selectman Kenneth E. Picard

The meeting was called to order at 9:00am.

The purpose of the meeting was a workshop to determine format and content for the annual performance appraisal of the Town Manager.

By unanimous consent, the Board decided to use a modified version of the Town's standard performance appraisal.

The Board discussed items with which to enter onto the appraisal. Selectman Picard collected the data and will compile it. This draft will be forwarded to the Board for its use at a subsequent workshop.

The Board unanimously consented to scheduling the next workshop for 5:00pm, Thursday, February 17, 2011 at the Fire Station.

The meeting adjourned at 11:05am.

Respectfully submitted,

Michael E. Goodwin, Chair