

Board of Selectmen  
September 17, 1997  
Library Meeting Room  
Minutes

The meeting was called to order at 4:00 p.m. by Chairman David Ernst. Selectmen present included Jeffrey White, Lawrence Gallagher, Carolina Kiggins and John Ryerson. Town Counsel Michael Ford was also in attendance.

Chairman Ernst noted that the intention of this meeting was to identify and discuss options available to the Board due to the withdrawal of Town Administrator appointee Rosemary Kulow.

Town Counsel reviewed the Charter requirements for filling the Town Administrator position and indicated that the Board had fulfilled its six month obligation and advised that a new six month clock had been started. He discussed options available to the Board under the Charter including going back to the pool of candidates without readvertising and appointing a new Acting Town Administrator noting that the Charter does not require appointment of an Acting Town Administrator. Charter section 3-2-3 was also discussed in relation to the "normal" administration of the day-to-day affairs of the Town with emphasis that the current situation could be considered abnormal.

Board options discussed included:

- a) interviewing additional candidates from the existing list
- b) starting the search procedure over again
- c) hiring an Acting Town Administrator for 90 days
- d) continuing to proceed under Charter section 3-2-3

On a motion by Ryerson, seconded by Kiggins, the Board voted unanimously to start the process of finding a new Town Administrator over again and to advertise for the position as soon as possible. There was consensus that candidates from the existing list be contacted and given the opportunity to reapply for the position.

Chairman Ernst suggested that in the interim the Board meet once a week to exercise its executive responsibilities. On a motion by Ernst, seconded by White, the Board voted 3-1-1, with Gallagher voting against and Kiggins abstaining, to go back to meeting once per week in order to be able to be in a position to use the Board's executive powers to be of maximum assistance to department heads.

The Board discussed continuation of the current screening committee and professional help to aid with the search. A motion was made by Ryerson, seconded by Kiggins, that the Board agree to engage professional help as further decided by the Board to screen Town Administrator candidates and to use the same screening committee if committee members agree to continue. After further discussion the Board voted 4-1, with Gallagher voting against, to table this motion to its next meeting.

There was consensus that the Administrative Assistant determine advertising due dates for Board consideration.

On a motion by Kiggins, seconded by Ryerson, the Board voted 3-2, with Gallagher and White voting against, to investigate the process and costs related to finding a new Acting Town Administrator.

There was consensus that Chairman Ernst be authorized to contact potential sources for obtaining an Acting Town Administrator including Warren Rutherford and Mo Pukulis and that Selectwoman Kiggins ask Town Counsel for his recommendation of avenues by which the Board could find an Acting Town Administrator. Town Counsel indicated that he will forward information to Chairman Ernst.

Town Clerk/Treasurer Dawn Rickman requested that Board members be available at Town Hall by rotating office hours.

The Board met with Fire Chief appointee Alan Hight. Chairman Ernst read the memo dated 9/17/97 regarding Fire Chief Employment Provisions. On a motion by Kiggins, seconded by Ryerson, the Board voted unanimously to sign the document read by Chairman Ernst dated 9/17/97 from the Board of Selectmen to Alan Hight.

The meeting adjourned at 5:28 p.m.

Respectfully submitted,



Linda Smulligan  
Administrative Assistant

David Ernst, Chairman

Jeffrey White

Lawrence Gallagher

Carolina Kiggins

John Ryerson