



Selectmen's Meeting  
Town Office  
Monday, April 21, 2014  
2:30 P.M.

Present: Selectmen Roberta Oeser, Dan Aho, Bob Hamilton. Also present Jane Pitt, Interim Town Administrator and Ellen Smith, Finance Director

### Minutes

Meeting was posted as Non-Public. As there was no one present except those mentioned, no motion to go into Non-Public was made.

Meeting to discuss questions to be asked of MRI in advance of the meeting with Alan Gould and Mike French of MRI.

Questions:

1. How back up would be handled with an Interim Manager
2. Does the Interim Manager have arrest powers
3. Discuss the amount of time required for the review and hiring process
4. How coverage would be handled
5. Experience with other town and results

Alan Gould and Mike French joined the board at the table at 3:00 P.M.

Discussion centered on the questions formulated. Scheduling of officers would be based on doing research of the record of calls for service and the type. A three year period would be studied. Board was assured that back-up could be provided during the normal workday by Mutual Aide or the possibility of having an on-call officer. There are two types of on-call, one ready to respond (which a pay plan would have to be in place) and two, to come when able.

The Interim Manager will not have arrest powers, but could fill out the initial complaint if someone comes to the station while he is present, then refer it to an officer on duty.

MRI has found that many departments are not aware of many ways to save money in the budget and spoke to some these and they would be covered in the management review.

Review should be completed prior to hiring a new chief so that an applicant would know what the board would like to have addressed.

As to the amount of time required for an Interim Manager: the ads were placed on April 16, 2014 with a 30-day response time. The essay questions would be sent to those qualified candidates (approximately 16-20 anticipated). Candidates would have until May 30, 2014 to respond. There have been 12 applications submitted to date. MRI will take about two weeks to review the essays. After selecting the best candidates, MRI will conduct phone interviews and do a general internet query of those selected. The board should have a list of the best qualified by the end of June and proceed with scheduling interviews of 5-6 candidates.

Bob suggested opening the discussion to public response, the chair chose not to recognize anyone as this was a meeting to discuss the process with MRI.

Bob was still not in favor of continuing with contracting with MRI because he feels that we should have a certified officer as the interim chief.

Roberta asked what the pleasure of the board was. Dan questioned what would happen if all three board members had a different idea of direction to take.

Roberta responded that the board would have to discuss the options and agree on a course of action.

Dan discussed the different options and his concerns. After some discussion the contract with MRI was signed without motion, as the board had already voted to contract with MRI for the services discussed.

Bob declined to sign.

Meeting adjourned 4:45 P.M.