Selectmen's Meeting Minutes

July 21, 2018 8:00am

Arcand Meeting Room

The July 21st meeting of the Board of Selectmen was called to order at 8:05am by Vice Chair Daniel Spencer. In attendance: Cindy McNulty, Daniel Spencer, Michael Connor and after call to order Michael Soter.

Bid Award for Contract 207-MSI – Mechanic/Maple/South Maple Streets Intersection: bids were opened July 19, 2018, six bids were received. Low bidder was Carcus Construction Corp in the amount of $1,935,820.
On a Connor/McNulty motion and second the Board voted to approve unanimously with a 3-0 vote

Hilarie Allie was presented as the candidate appointed by Town Administrator Denis Fraine to the position of Administrative Assistant to the Board of Selectmen pending approval by the Board.

Discussion:

Chairman Soter requested the retiring employee have a check list created for Ms. Allie prior to leaving to assist in the transition

Chairman Soter also questioned if a town cell phone is necessary for Ms. Allie as there are other staff with the access ability. At this time he recommended not giving a town cell to Ms. Allie until determined as necessary.

Board member Michael Connor requested Ms. Allie discuss with the outgoing employee the handling of confidential conversations. Also recommended she read the last 3 years of minutes from the Board of Selectmen meetings to get a feel for the meetings as well as reading the open meeting laws and town charter.

Ms. Cindy McNulty expressed her pleasure with the interview and professionalism of Ms. Allie during the interview process.

With no further discussion, motion was made by Ms. Cindy McNulty to recommend Ms. Allie be appointed to the position of Administrative Assistant to the Board of Selectman, Daniel Spencer seconded.

With a vote of 4-0 motion was approved with a start date of August 20, 2018.

Motion made by Michael Connor/second by Dan Spencer to adjourn at 8:25 am with unanimous approval of 4-0

Respectfully submitted

Beth Cornell-Smith
Human Resources Director
Interim CFO