

Minutes of the Selectmen's Meeting 2 September 2014

Members present: Jim Andersen and Lynn Sweet

In attendance: Scott Whitehouse

The meeting was called to order at 6:24PM.

Minutes from the August 19, 2014 meeting were read and approved as written. The Selectmen reviewed and approved payroll and the payment of bills.

Scott Whitehouse and the Selectmen had several matters to discuss.

- Scott will begin his duties as Fire Chief on September 8, 2014.
- Scott updated the Board on the purchase of the Fire Department's first responder vehicle. It will be ready mid October, but will need some striping and graphics when it arrives.
- Scott informed the Board of some department matters he was handling.
- The group discussed some details of Scott's employment as Fire Chief. The Board reminded Scott that he needs to get his EMT certification within a year. In an effort to maintain good communication, they would like to meet with him monthly during his first year as fire chief and to be contacted if any problems arise. For the first meeting, October 14, 2014, they would like him to set some departmental and personal goals for 1 and 5 years, also considering town wide goals as they pertain to the Fire and Rescue Department. As part of the goals, they asked Scott to present a management plan and to outline how he sees the department growing. The Board would like Deputy Chief, Dave Harntraft, to accompany him at the first meeting and every other month following.
- Scott and the Board members discussed details of his contract and benefits.
- The Board members inquired about an office space for him at the Bow Lake Station.
- Scott and the Board discussed some details of the First Crown Road bridge construction.

There being no further business to be brought before the Board a motion was made, seconded, and voted to adjourn. The meeting adjourned at 7:39PM.