

**THOMPSON BOARD OF SELECTMEN
SPECIAL MEETING
THOMPSON LIBRARY/COMMUNITY CENTER CONFERENCE ROOM
Friday, February 27, 2015
MINUTES**

PRESENT: Paul Lenky, First Selectman, Kerstin Forrester, Selectman, Shaina Smith, Selectman

Paul Lenky called the meeting to order at 11:32 a.m.

- Discuss Assessor Position
 - Need to put an ad in the Shoppers Guide and Bulletin next week
 - Post of State Website and Town of Thompson Website
 - Agreed to post the position as 35 hours based on Paul Lenky's discussion with the interim Assessor, Diana Couture.
 - Kerstin Forrester will find a job description and forward it to Diana Couture and the Selectmen. She will also write the ad.
- Discuss Recording Secretary
 - Opening posted in Town Hall last week; no interest has been expressed by anyone. Shaina Smith concerned that not everyone may have seen it. Kerstin Forrester pointed out that the posting procedure was followed and that everyone is aware that there is an opening so there should not be a need to go to everyone and ask if they are interested.
 - Paul Lenky stated that Tina Fox, who is the current recording secretary for P&Z and Zoning Board of Appeals, has expressed strong interest in filling the opening for recording secretary to the Board of Selectmen, Board of Finance, and Economic Development Commission. Kerstin Forrester pointed out that she does an excellent job in writing the minutes for the P&Z and ZBA. She is very articulate and pays attention to spelling and grammar.
 - Paul Lenky suggested that we offer her the position for the three openings and then evaluate her in July and get input from all the boards to ensure that she is fulfilling the needs for everyone.
 - Shaina Smith felt that the position should be posted again internally and advertised externally. Paul Lenky pointed out that the BoS, BoF, and EDC are all currently without a recording secretary and Mary Ann Chinatti is not willing to continue filling position any longer. Posting would take another two weeks, then an interview process would be another week and we would be into mid-April before we have anyone on board. Kerstin Forrester pointed out that the reason we had a posting and bidding process last year was that three recording secretaries resigned and left seven boards/commissions without recording secretaries. There were no internal bids and only four applicants. All four were hired, and three are still in place doing an acceptable job.
 - Mr. Lenky asked for a motion to offer the position to Tina Cox and ensure an evaluation in July. M/S Paul Lenky/Kerstin Forrester; unanimous
- Motion to move to Executive Session to discuss Personnel Director. M/S Kerstin

Forrester/Shaina Smith.

- Shaina Smith said that she had checked with Tom Hennick as to whether we could discuss a person without noticing them and asking them to be present.
 - Kerstin Forrester stated that we have tried three times to get in touch with the Personnel Director and have not been able to reach her. She stated that we had talked to Ken Weinstock about this whole situation and the fact that we were not going to do a performance appraisal, but discuss how do we move forward.
 - The Board voted unanimously not to continue the discussion.
- Motion to Adjourn M/S Paul Lenky/Kerstin Forrester

Respectfully recorded & submitted,

Kerstin Forrester, Selectman