

**Town of Webster
Office of Select Board
945 Battle Street/Rte. 127
Webster, NH 03303**

Select Board Meeting – April 20, 2015 Work Session

Select Board present: Chairman Bruce Johnson and Selectman Roger Becker. Selectman Michael Borek arrived shortly after the meeting came to order.

5:08 pm Chairman Johnson called the meeting to order.

Topics of discussion included: preparation for interviews, how to proceed after the interviews, and possible personnel policy changes.

The Board discussed changes to the Personnel Policy. Selectman Becker made a motion to change to the Personnel Policy to show that all new employees otherwise eligible for health insurance pay 15% of the plan

5:58 pm Chairman Johnson made a motion to go into non-public session pursuant to RSA 91-A:3, II(b) the hiring of any person as a public employee. Selectman Becker seconded. Roll call: Selectman Becker – yes, Selectman Borek – yes, and Chairman Johnson – yes.

The Select Board interviewed candidates for the Administrative Assistant position, and then discussed those candidates.

After the Board's interviews were complete, they joined the AA Search Committee to receive their input.

8:45 pm Chairman Johnson reconvened the meeting advising that the minutes were not sealed as they will indicate only that the Board did interviews. The Board's decision was to meet Wednesday, April 22, 2015 at 5:00 pm to meet to discuss further the candidates and review the letter for the conditional offer of employment. The Board will discuss the salary and the Personnel Policy amendments. Selectman Borek reminded of the need for the background check. He also inquired about the possibility of a drug screening test, for which no decision was made. Chairman Johnson reiterated that the Board will meet Wednesday at 5:00 pm with plans to meet with the candidate on Thursday, April 23, 2015 at 5:00 pm, noting that plans may change.

Mrs. Jones inquired about a letter to be sent to all that applied. Selectman Becker would like to do this after the position has been filled. Chairman Johnson offered to write the letter.

8:57 pm Selectman Becker made a motion to adjourn; seconded by Chairman Johnson and approved unanimously.

Bruce G. Johnson
SB/jj

Michael P. Borek

Roger A. Becker