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**April 12, 2011
Staff Meeting**

Present: C. Guiry DMD Ch., A. Richards, & R. P. McGinnity (A.A. Milkovits absent)

Meeting opened at 6:30 PM.

Departments:

1. Highway Department: Road Agent Fred Greenwood
 - Budget: Okay
 - Personnel: Some issues – plans to interview applicants for part time work next week.
 - Equipment: New trucks have been ordered and will be ready within a month. Other replacement truck for Parks, etc. has been found. It will need some work before it is ready for the road.
 - Other: FCC stated that town is legal and is not interfering on any frequency. Highway is waiting for new license.
2. Building Inspection/Health: Building Inspector Kenneth Wilson:
 - Budget: Okay
 - Personnel: Okay
 - E-911 survey is completed.
3. Police Department: Police Chief Barry Hutchins:
 - Budget: Okay
 - Personnel: Okay
 - Equipment: New cruiser should be delivered in about a month and a half.
 - Other: Police Department has received DUI Grant, Traffic Enforcement Grant and OHRV Grant
4. Library: Librarian Susanne Wolpert:
 - Budget: Okay
 - Personnel: Okay
 - Equipment: Re: WIFI use at Library - DSL line will be installed at the Library for public use of WIFI.
5. Fire Department: Fire Chief David Baker:
 - Budget: Okay
 - Personnel: Okay
 - Equipment: All trucks passed inspection.
 - Other: Antenna meeting will occur soon. Suggests Selectmen enact an ordinance for gas tank and furnace installations. Will be doing a permit with Building Inspector for new installation of gas water heater and furnace.
6. Town Clerk/Tax Collector: TC/TX Susan Wagoner was absent – sent notice that all is okay and on target.
7. Selectmen's Office: A.A. Barbara Milkovits was absent but sent following:
 - Budget: Okay
 - Personnel: Notice of Time Off – vacation day on Thursday, April 20th and vacation from Wednesday, May 4th to Sunday, May 8th. Assistant Martha Simmons will fill in on May 4th and May 5th.

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- **Safety:** A.A. is attending academy for health and safety and is looking forward to bringing back healthier ideas for employees.
- **Other:** TAN application complete and money is available. Inventories are coming in. Building Permits will be reviewed with the Building Inspector for the update list for Town Assessor.

Meeting adjourned at 7:25 PM.