



Selectmen Staff Meeting  
11/12/2019  
Approved Minutes

**Present:** Selectmen Louise Lavoie, Pete McGinnity, Charles Moser; Kathy Wile, Kevin Maxwell.

**Called to Order:** The meeting was called to order at 9:04 AM by Chair Louise Lavoie.

**New Business:**

Budget – worksheet for 2020 submitted, not reviewed by BOS yet. No big changes or concerns by Chief. Chief's priority has been getting his new assistant up to speed; she has more business experience than previous employees, and he will be able to give her different things to do. Ultimately helpful, time consuming for him in the short term.

Next priority has been looking for candidates for the full-time position – he has 4 interviews set up over the next week. The January academy is full, so no option/pressure to have anyone in place for that deadline; next academy begins in May.

Training facility plan was discussed, Louise began conversation by expressing concerns over liability issues for the town, among other things. Pete expressed appreciation for the concept, direction of the training, also had concerns re liability, time constraints on Kevin's position. Charlie similarly asked about the role of town, and administrative costs. Kevin said he was moving toward preserving the current target practice location, with some modifications there for future. He is also working on a lead mitigation program to prevent any potential contamination concerns. Public/private partnership, insurance coverage, third party ownership were all discussed. BOS requested that Kevin develop a business plan as the project moves forward.

Further training conversation on upcoming trainings for the department, one next week, future topics to include dealing with potential immigration issues, and also individuals on the autism spectrum.

Prosecutor time – slowing down, still one case pending.

Charlie mentioned personnel policies, and the need to be sure PD policies are consistent with, or clearly represented within, the town personnel handbook which is currently under revision. Charlie and Kevin will meet to compare the two. Further conversation regarding personnel files – Kathy will contact Sherri and let her know which parts of files should be located at town office vs PD.

Louise shared a concern of a resident that attended the last BOS meeting as to personal safety concerns from speeding vehicles on Walker Brook Rd. Chief will mention it to patrolmen.

Kevin said he will need to ask the town for a new cruiser this year(2020) instead of next year. He will be able to provide a significant amount from both the cruiser fund and the detail fund, so little (additional) out of pocket cost for the town. Cameras in vehicles, as well as within the PD building, were discussed.

**Adjourned:** There being no further business, Louise motioned to adjourn, second from Charlie. Three votes to adjourn the meeting at 9:47 AM.

Respectfully Submitted,  
Kathy Wile  
Administrative Assistant