

MINUTES
10-Year Strategic Planning Committee
Wednesday, February 11, 2015 @ 7:00pm
Norma Drummer Room/Seymour Town Hall

COPY RECEIVED
DATE: 2/24/15
TIME: 4:40 PM
TOWN CLERK'S OFFICE

1) Call meeting to order

The meeting was called to order at 7:01 PM.

2) Pledge of Allegiance

All present stood and recited the Pledge of Allegiance.

3) Public comment

There was no public comment.

4) Approval of minutes

There was a motion to approve the minutes from the January 14th regular meeting.

Motion: Bruce Baker

Second: Jeff Dussetschleger

Vote: 4-0

5) Code of Ethics

The Committee members reviewed and signed their ethics disclosure forms.

6) Review interviews from January 21st

a. Animal Control Department

Rory said the Animal Control Officer's two main concerns were with her hours and with the shelter. She says she works longer than the hours for which she is compensated. She also says that the shelter is too small and was intended to be a temporary structure. Bruce and Rory recommended keeping track of her hours in order to demonstrate this.

Don pointed out that NVCOG is discussing a regional animal shelter and that it should be considered moving forward.

It was discussed that the Committee's recommendation would probably be to investigate the options in terms of cost effectiveness rather than doing the research themselves in order to make a recommendation.

b. Office of Emergency Management

Trish reviewed her notes from the interview. Tom said there should ultimately be a transition to a salaried position even if after him because it is a lot of work. The workload doesn't correspond with an 8-hour day so he believes it would be better on a stipend basis. There is also the issue that emergency services personnel have issues deferring to a volunteer. He reported communications issues across departments and at shift changes. Tim Willis is his subordinate and thinks he would be an excellent successor if he wants the job. He recommends charter/ordinances changes to better define and solidify the position's role and powers. He would like a more regularized work space. He said he needs a building to house his vehicles, along with Public Works. He

reiterated the need for water access. He also thinks the acquisition process for the FD needs to be improved.

7) Remaining town department meetings

The Committee reviewed the remaining interviews. Rory will schedule.

- a. **Schedule for Wednesday evenings**
- b. **Schedule for Rory/Bruce daytime**

8) Open discussion

Rory reviewed the quarterly review process with the Committee and they agreed it would begin for the second quarter of 2015. Rory also gave an update on the MuniCast system after the Town's meeting with the developer.

9) Adjournment

A motion was made to adjourn the meeting at 8:52 PM.

Motion: Bruce Baker

Second: Jeff Dussetschleger

Vote: 4-0

Submitted by,



Rory Burke
Recording Secretary