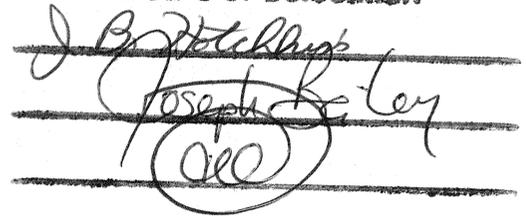


Town of Middleton
Board of Selectmen Meeting
June 9, 2014

Approved By
Board of Selectmen



Called to order at 6:36 p.m.

BOS Members Present: J. Hotchkiss, J. Bailey, T. Laughy

Pledge of Allegiance recited

Signature/Action:

- T. Laughy makes a motion to accept the minutes from the 6-2-14 meeting. J. Bailey seconds. All in favor.
- Deed letters were signed as is and will be sent out tomorrow.
- Office Dolliver was sworn in as Middleton's new full time officer.

Old Business:

- Joe spoke regarding the air conditioning system. It would cost between \$19,000 and \$26,000 to repair and that is just the air conditioning not the heat. Joe thanked John Mammone for loaning the town an air conditioner in the interim. Maybe the town should put a warrant article in next year for the replacement of the current system. Joe can re-direct the current system to only cool the PD for approx.\$600.00
- Treasury Report- Town needs to close out the TD bank. Treasury report is a bit confusing. There is May balance but the sweep account is reflecting April balance. Outstanding checks are different than what the account payables records reflect.
- Flag poles have been replaced. The remaining pole that was removed was severely rotted and not far from falling. The flag will be hung this Saturday for Flag Day. Thanks to Wendell Brown for repairing the ornaments at the top of the poles. Thanks to Ed Brannan for repairing the brackets.

Other Business:

- Deb spoke about a new printer for the Town Clerk's office. They are approximately \$1100.00. For now they are going to share the printer. She also spoke about the fees she charges from each registrations and wants to know how she can keep that money separate to pay for incidentals such as the needed printer.
- Representatives from Verizon spoke regarding possibly putting in a cell phone tower in Middleton. John Mullen spoke about the previous cell phone tower research that had been done years ago. There currently is a 5 acre lot on Ridge Road at the town pit that would be an ideal location. Verizon's time frame would be the end of 2015. This tower could bring in approx... \$24,000 revenue to the town. The tower would improve service on Route 153 and Kings Highway. Verizon will meet John Mullen tomorrow to go out and look at different town owned property.
- Website presentation- J. Bailey spoke about the redesign of our new website. We are switching from the Virtual Town Hall to a site that the town will own. Kim Fortin presents the new site and requested that each department write a few lines describing what their department is all about. T. Laughy makes a motion to go live with our new site by Friday. J. Bailey seconds, no discussion. All in favor.
- Terri spokes about drug testing guidelines and deadlines. Sargent Brown spoke stating he believes the town cannot drug test or background test current employees. Topic is tabled till the town attorney can be contacted.

Public Participation: None

J. Bailey makes a motion to adjourn at 8:02 P.M. T. Laughy Seconds, All in favor.

Respectfully submitted by:

Dear Mr. [Name],

I am pleased to inform you that your application for [Position] has been reviewed and we are pleased to offer you the position.

The position of [Position] is a full-time position and will report to the [Supervisor]. The position is located at [Location] and will be responsible for [Responsibilities].

The starting salary for this position is \$[Salary] per year, plus benefits. The benefits package includes [Benefits].

We are pleased to offer you this position and we hope you will accept our offer.

If you have any questions or need more information, please contact me at [Phone Number] or [Email Address]. We are happy to answer any questions you may have.

We are excited to have you join our team and we look forward to working with you.

Sincerely,
[Signature]

[Name]
[Title]
[Address]
[City, State, Zip]

[Phone Number]
[Email Address]

[Additional Information]

[Additional Information]