

# Report of the Town Manager

June 23, 2014

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## 1. Personnel Updates-

- a. Acting Sergeant- With the recent retirement of Sgt. Jim Spofford the Chief and the Lieutenant have recommended that I appoint an “acting” Sergeant pending the upcoming civil service test and the results therefrom. It is their joint recommendation that I appoint Patrol Officer Dan Wolski (Information enclosed) to the position of Acting Sergeant and based upon their request I am making that appointment.

Action Requested- If it would please the Board, a vote to affirm the appointment of Dan Wolski to the position of Acting Sergeant.

- b. Part-time IT position- As you will recall, town meeting was asked and agreed to fund a part-time 10 hours per week IT position. Linda Daigle in my office, our current default and de facto IT staffer, has conducted the candidate review process and has made a recommendation to me that I should appoint Mr. Donald J. O’Neil (Information enclosed) and based upon that recommendation I am hereby making that appointment.

Action Requested- If it would please the Board, a vote to affirm the appointment of Donald J. O’Neil to the part-time IT position.

- c. Library Director- Our exceptional and long term Library Director has provided me notice of her upcoming retirement. Julia White-Cardinal will officially complete her service to the library in October of this year. I have met with a representative from the Board of Trustees to discuss the hiring process for a replacement. As it stands now the Trustees will conduct the initial round of interviews of candidates that they deem appropriate. They will recommend three candidates to me for my interview and consideration. The job description is under review and an advertisement will be placed shortly. Julia will be greatly missed and her replacement will have very big shoes to fill.

Action Requested- None.

## 2. Financial Updates-

- a. Election- Just a reminder that on Saturday June 28, 2014 there will be an election to consider several Town Meeting approved debt exclusion and general operating override questions.

Action Requested- Come on out and make your vote count!

## 3. Project Updates- None

## 4. Miscellaneous Updates- None