

December 2, 2024 @ 5:00 PM

**Special Meeting on conducting interviews and appointing a
New town clerk to be effective upon the end of the current
Clerk's term of office.**

Present - Chair Jon Auge; Supervisors Bob Steele and Jim Roach; Treasurer Mary Zabilla.

Chair J. Auge called the meeting to order at 5:00 pm.

The chair informed the board that applicant Rawni Moses withdrew her application due to a change in personal circumstances. The remaining applicant, Naomi Scott, was introduced and interviewed by the board. Upon completion of the interview, the board thanked the applicant for their interest and advised they would be informed of the board's decision on December 3.

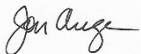
Following the interview, the board discussed the work experience, job skills and compatibility of Naomi for the clerk position. There was consensus she is a solid candidate and will be a good fit for the town. The board then discussed salary and settled on \$21 per hour initially. Following a six-month probationary period, the salary will increase to \$22 per hour. The board agreed Naomi should be onboarded quickly so she can have some training time with our retiring clerk. The board also reviewed a draft Clerk Onboarding Checklist with a request to add additional items as they are identified.

Following discussion, J. Roach made a motion **(1)**, seconded by B. Steele, to appoint Naomi Scott to the position of Town Clerk with an initial starting salary of \$21 per hour, a probationary period of six months, and upon satisfactory completion, moving to a salary of \$22 per hour subject to completion of a background check. Further, the board authorizes training hours in December for training with the current clerk. Upon voting the motion was adopted unanimously.

Having completed the stated special meeting business, J. Auge made a motion, seconded by B. Steele, to adjourn, which was adopted unanimously.

Adjourn – The meeting was adjourned at 5:40 pm.

Respectfully submitted,



Jon Auge, Chair