

Minutes

Fire Department Committee

March 20, 2013

11:00 a.m.

Present: Junior Salls, Valdine Hall, Bridget Collier

The fire department committee met today as authorized by the selectboard at its March 13, 2013 meeting “to facilitate the permit process and advertise for a clerk of the works:” (see attached)

Junior Salls updated the committee on the state of various permits and drawings. The committee members decided that the Clerk of the Works should take over all of this work as soon as possible after being chosen. From preliminary research, the committee thought that the position would probably be more appropriately called Project Manager.

This meeting was spent deciding what qualifications were needed and what the scope of work would be for this position. The committee members decided that research was needed to draft an advertisement for this position. The members will contact other towns that have built a fire station or other public building recently and look up forms of agreement for such a position.

The next meeting will be held at 11:30 a.m. on March 26, 2013.

The meeting adjourned at 11:47.