

Town of Rochester

Select Board

Select Board

Bradford N. Morse, Board Chair
Greenwood Hartley II, Vice Chair
Paul Ciaburri, Clerk



Town Administrator

Suzanne E. Szyndlar
Administrative Assistant
Amanda L. Baptiste

SELECT BOARD MEETING THURSDAY, FEBRUARY 17TH, 2022

Select Board Chair Bradford Morse, Vice-Chair Greenwood Hartley III, and Clerk Paul Ciaburri are all present. The Select Board's Open Meeting is opened by Chair Bradford Morse.

People on the Agenda:

Community Paradigm- Presentation of Town Administrator Candidates: A representative from Community Paradigm is in attendance to present to the Board the four top candidates for Town Administrator and provides the Board with some background on each candidate. The candidates are: Glenn Cannon, Herbert Durfee, Jessica Horsman, and Edward Swartz.

Select Board Signatures:

Board of Assessors: Chapter 653 Recission- Principal Assessor Karen Trudeau is present to request the Board rescind the vote for Chapter 653 of the Acts of 1989: Assessment of New Construction.

Motion: Select Board Member Hartley makes a motion to accept the request and rescind the vote of Chapter 653 as presented to the Board. This motion is seconded by Select Board Member Ciaburri. All members of the Board are in favor, the motion passes unanimously.

Employee Contract Signings-

Assistant Accountant, Kathleen McHenry-

Motion: Select Board Member Hartley makes a motion to sign the contract as presented. This motion is seconded by Select Board Member Ciaburri. All members of the Board are in favor, the motion passes unanimously.

Town Counsel, Blair Bailey-

Motion: Select Board Member Hartley makes a motion to sign the contract as presented. This motion is seconded by Select Board Member Ciaburri. All members of the Board are in favor, the motion passes unanimously.

Motion: Select Board Member Hartley then makes a motion to create a position for Finance Director/Town Accountant in accordance to the job description provided. This motion is seconded by Select Board Member Ciaburri. All members of the Board are in favor and the motion passes with a unanimous vote.

Motion: Select Board Member Hartley then makes a motion to sign a contract for Suzanne Szyndlar to fill the Finance Director/Town Accountant position. This motion is seconded by Select Board Member Ciaburri. All members of the Board are in favor and the motion passes with a unanimous vote.

The Board then discusses having the Fire Chief to attend a future meeting to discuss an addendum to his contract.

Town Administrator's Report:

- Town Administrator Szyndlar begins her report by informing the Board that she has been working on putting together an updated job description and ad for the upcoming Building Commission vacancy and suggests forming a committee to help with the search and report back to the Board.
- After this, Town Administrator Szyndlar informs the Board that she recently met with the director of the ROCCC to discuss changes within the upcoming two-year contract renewal. Select Board Member Hartley suggests receiving feedback from both the Fire Chief and Police Chief prior to the signing of the renewal contract.

Adjournment:

Motion: Select Board Member Hartley makes a motion to adjourn the meeting. This motion is seconded by Member Ciaburri. All members of the Board are in favor and the meeting is adjourned.

Paul Ciaburri, Clerk


Amanda L. Baptiste, Administrative Assistant