

SELECTMEN'S MEETING AGENDA FOR WORK SESSION, June 16, 2021, AT 2:30 P.M.
TOWNSEND TOWN HALL, SELECTMEN'S CHAMBERS

I. PRELIMINARIES – VOTES MAY BE TAKEN:

- 1.1 Call the meeting to order and roll call.*
- 1.2 Announce the meeting is being tape recorded.*
- 1.3 Chairman's Additions or Deletions.*

II. APPOINTMENTS AND HEARINGS – VOTES MAY BE TAKEN:

III. APPOINTMENTS OF OFFICIALS/PERSONNEL – VOTES MAY BE TAKEN:

- 3.1 Appoint _____ to the part-time (6-12 hr/week), non-benefited position of Interim Town Accountant from June 16, 2021 for a term continuing until a full-time Town Accountant is hired.*
- 3.2 Appoint _____ to the part-time (10-16 hr/week), non-benefited position of Interim Deputy Town Accountant from June 16, 2021, for a term continuing until a full-time Town Accountant is hired.*

IV. MEETING BUSINESS - VOTES MAY BE TAKEN:

V. WORK SESSION – VOTES MAY BE TAKEN:

- 5.1 Town Administration Updates and Reports.*
 - 5.1.1 Guardian IT administration and process*
 - 5.1.2 Discussion of Interim TA*
 - 5.1.3 Discussion of temporary, part-time BOS Executive Assistant duties*
 - 5.1.4 Discussion of Town Hall office space – Interim TA, BOS Executive Assistant, TCAM, Facilities, BOS office.*
 - 5.1.5 Finances*
- 5.2 Reports from Board liaisons.*
- 5.3 Announcements, Communications, etc.*
- 5.4 Next meeting - June 18, noon*

VI. EXECUTIVE SESSION – VOTES MAY BE TAKEN:

VII. ADJOURNMENT: