

Minutes of the Fire Commission Meeting – January 17, 2012

Chair Phil Barrett brought the meeting to order at the main firehouse at 7:00 p.m.
Present: R. Gemme, P. Christian, G. Bland, P. Barrett, J. Mahoney,
Captain M. Thibedeau and observers

Secretary's Report

Gemme moved, Christian seconded to approve the minutes of the January 9, 2012 meeting. The motion passed with one abstention (Mahoney).

Personnel

Fire Chief Job Posting

The Commission reviewed the revised copy of the Job Posting for the Fire Chief Position. A few more revisions were made to wording. Joyce Feeney, Human Resources, will incorporate these changes and post this as soon as possible. Application deadline will be February 22, 2012.

Fire Chief Job Description

The Commission reviewed the revised job description and made some wording changes. Bland moved, Mahoney seconded to approve the Fire Chief Job Description as amended. The motion passed unanimously.

Search Committee Mandates

The Commission reviewed the revised roles and responsibilities of the Search Committee. Joyce Feeney distributed copies of a supplemental application that could be used to help screen candidates who apply for the Fire Chief position. It was decided to use the supplemental application but to limit it to five questions. Discussion on assistance for the scenario portion of the interview process. Chair Barrett will contact the Fire Academy to investigate what type of assistance they could offer us with this during the final interviews. There was also a brief discussion on the makeup of the Search Committee: J. Golec, J. Shelanskas, A. Groux, J. Leahey, D. Padegimas, and S. Brinker (Alternate: F. White).

The Commission went into Executive Session at 8:32 p.m.

Executive Session

A contract issue was discussed.

Adjournment

The meeting adjourned at 9:18 p.m.

Respectfully submitted,

Gerald Bland
Secretary