

June 19, 2014

The special meeting of the Sterling Board of Selectmen, Board of Finance and Board of Education was called to order at 2:30 p.m. with Russell Gray and Lincoln Cooper present. Board of Finance members present-David Shippee, Bruce Lindberg, and Neil Cook. There was no one present representing the Board of Education. Also present-Ron Marchesseault and Rosalind Choquette.

Ms. Randi Frank of Randi Frank Consulting, LLC, was present to brief the Boards on the scope of services provided by her firm. She has expertise and concentrates on human resources, executive searches, purchasing, grant writing, project management and organizational studies. Discussion centered around what she could do to analyze the organization and staffing of the town administration. This would include job descriptions, compensation and optimum staffing levels. Also a review of employee policies currently in force would be undertaken. It was decided that she will submit a proposal of the reviews she will undertake and the estimates cost to Board of Finance Chairman D. Shippee during the first week of July.

The meeting adjourned at 2:40 p.m.

Attest:

Bruce Lindberg, Secretary Pro-Tem