

TOWN OF ROCKINGHAM  
BELLOWS FALLS VILLAGE CORPORATION

Manager Review Form Committee  
Monday, November 7, 2016

Present: Peter Golec, Josh Hearne, Colin James, Steve Adams  
Absent: None

Also Present, Deborah Wright, James Mitchell

Call to Order: Meeting was called to order at 6:30 p.m by Peter Golec

Additions to the Agenda for Routine Administrative Matters and/or Pressing Matters that will require ratification at a future meeting: none

Approve Minutes of October 3, 2016: Josh Hearne made the motion to approve the minutes of October 3, motion was seconded by Steve Adams. Motion carried with Golec, Hearne, James and Adams voting in favor of the motion.

Public Comment on Items not on the Agenda (3 minutes per person): James Mitchell asked why the committee was working on this form if the manager had already been fired , as the rumors were saying. Peter Golec stated that that had no bearing on the committee's goal of revising the manager's review form, since it would apply to any individual holding that position. Deborah Wright thanked the board for putting the effort in to change the form to something that will be more helpful and informative to the manager's review process.

Agenda:

1. Discuss manager evaluation form & evaluate process: It was decided to keep all of the questions from the St. Johnsbury form since they have relevance to the personnel topics and nothing specific that might not apply to a smaller municipality. It was also decided to present the form in its original draft to both Boards for review and once accepted we would then have it reprinted on the Town and Village letterheads, however we will still be removing the conclusions and the composite performance sections. Peter will remove those sections and get the amended form to Kerry so that she can have them in in the packets for each boards next scheduled meeting.

2. Schedule next meeting: The committee is satisfied with what we have come up with and will not require any future meetings.

Other Business: None

Adjourn: Peter Golec made the motion to adjourn the meeting at 7:10 p.m., motion was seconded by Josh Hearne. Motion carried.

Submitted by:  
Steve Adams, Clerk