

**Selectmen's Workshop**  
**Monday, March 23, 2015**

Selectman Morgan called the workshop to order at 3:30 PM. Present were Selectmen Richard Morgan, Franklin Riley and Robert Freeman, and Ellen White, Town Administrator, who recorded the minutes.

Job descriptions were reviewed for the position of the Recreation Director. Morgan discussed establishing the policies of the public managing authority as it states in the current job description to better define the purpose and responsibilities. Further review will take place in a workshop next week.

White reviewed her meeting with the Verizon Wireless representative from last week. She provided a list of current Town cell phone holders. The Board agreed to the current cell phone holders except for the Assistant Foreman. Morgan questioned if the Water and Sewer Department reimburses the expense for the two phones for their employees. White confirmed but stated they can go on their own plan. The Board agreed to make that change.

White reviewed the pricing for adding lines for the Police Department. The Board agreed that smart phones will only be made available to the Police Officers. White will review the equipment options with Police Chief Eldridge to see what will best meet their needs.

White will begin working a Town-issued cell phone policy for review next week.

White questioned how the Board will be handling the cell phone reimbursement request from the Police Department. Morgan answered that they will hold off seeing how soon the new lines will take to get activated.

Being no further input, the workshop adjourned.

Adjourned at 4:05 PM.

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Richard H. Morgan, Chairman

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Franklin R. Riley

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Robert C. Freeman

To be approved 3/30/2015