

**BOARD OF SELECTMEN
TOWN OF MADISON
DECEMBER 1, 2011
MINUTES**

Selectmen Present: Michael Brooks & Josh Shackford. **Absent:** Chairman John Arruda.

Others Present: Retiring Land Use Administrator Wendy Huff; Land Use Administrator candidate Courtney Croteau; Conservation Commission Chairman David Riss; Planning Board Chairman Marc Ohlson.

Where and When Posted: Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on November 30, 2011 prior to 3:30 p.m. **Meeting Called to Order:** By Brooks at 6:45 p.m.

APPROVAL OF MINUTES – There were no minutes to approve at this brief meeting.

APPROVAL OF MANIFEST – There was no manifest to approve at this brief meeting.

LAND USE ADMINISTRATOR CANDIDATE – The Selectmen posted this meeting for the purpose of being introduced to Courtney Croteau, successful candidate for the position of Land Use Administrator. Croteau was interviewed by members of the Planning Board, Zoning Board of Adjustment, Conservation Commission, and outgoing part-time employee Wendy Huff.

Motion: Brooks made a **motion** to hire Courtney Croteau based upon the information provided on the New Employee Form to be signed by Croteau and the Selectmen, seconded by Shackford, and so voted **2-0**.

Decision: Croteau will work alongside Huff for the next month or two prior to taking over at the time of Huff's retirement.

SIGNATURE ITEMS – New Employee Form for Croteau

NON-PUBLIC SESSION - 6:55 PM – Brooks made a **motion** to adjourn the public session and go into non-public session under RSA 91-A:3,II(i) to pending litigation, seconded by Shackford, and so voted **2-0**. Roll Call Vote: Shackford-aye, Brooks-aye. **6:57 PM** – Brooks made a **motion** to leave non-public session and seal the minutes of the non-public session, seconded by Shackford, and so voted **2-0**.

ADJOURN: 7:15 PM – Shackford made a **motion** to adjourn, seconded by Brooks, and so voted **2-0**.

NEXT SELECTMEN'S MEETING – The next Selectmen's Meeting will be on Tuesday, December 13, 2011 at 5:30 p.m. The Selectmen will attend the Advisory Budget Committee Meeting on December 14, 2011 at 6:15 p.m.

Respectfully submitted,

Melissa S. Arias, Town Administrator
Recording Secretary