

TOWN COUNCIL MAJORITY OFFICE
PERSONNEL AND PENSION SUBCOMMITTEE

JANUARY 26, 2016

TO: Joe Carlson and Mike Kurker

FROM: Marc Weinberg, Temporary Chair

RE: **Tuesday, January 26, 2016 5:45 p.m. Town Council Majority Office**

A G E N D A

1. CALL TO ORDER
2. NOMINATION OF OFFICERS
 - A. Chair
 - B. Secretary
3. ADOPTION OF RULES GOVERNING MEETINGS
4. ESTABLISHMENT OF MEETING DATES
5. STORAGE OF RECORDS
6. APPROVAL OF MINUTES
 - A. July 13, 2015
7. OPPORTUNITY FOR RESIDENTS TO SPEAK
8. OLD BUSINESS
9. NEW BUSINESS
 - A. Fire Department:
 1. Revised Job Description – Fire Marshal
 2. New Job Description – Fire Captain/Emergency Management
10. ADJOURNMENT

C: Town Council
Mayor Leclerc
Santiago Malave, Human Resources Director
John Oates, Fire Chief
Gloria Stokes, Fire Marshal