

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOARD OF SELECTMEN MEETING

WESTBROOK BOARD OF SELECTMEN  
Special Meeting  
Friday, May 13, 2016  
Mulvey Municipal Center  
Multi-Media Room

CALL TO ORDER

The meeting was called to order by First Selectman Bishop at 8:30 a.m.

In attendance: In attendance included: First Selectman Bishop, Selectwoman Labbadia, Selectman Hall, David Maiden, Building Official, and Jill Brainerd, HR.

DISCUSSION AND POSSIBLE ACTION – APPT. OF ADMINISTRATIVE ASSISTANT – BUILDING/HEALTH

Mr. Maiden reported that 6 applications were received for the position of part-time Administrative Assistant in the Health/Building Department. After interviewing the candidates, the Committee unanimously is recommending the appointment of Sara Angelini for the position.

Mr. Bishop made a motion to appoint Sara Angelini to a 22 hour per week part-time position as the Administrative Assistant I in the Health/Building Department at \$17.00 per hour. Ms. Labbadia seconded the motion. The motion passed unanimously.

ADJOURNMENT

Mr. Hall made a motion to adjourn the meeting at Mr. Bishop 8:38 a.m. seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Attest,

Suzanne Helchowski  
Administrative Assistant

Noel Bishop  
First Selectman