

November 1, 2004

The Middlesex Governing Body held a Special Meeting in the Conference Room of the Town Hall for the purpose of covering several personnel matters. Members present were Mayor Pro Tem Larry Daniel, Commissioners Harold Meacombs, Fred Hough, Luke Robinson, and Basco Lewis. Mayor Daniel called the meeting to order at 7:30 p.m. No guests were present.

Mayor Daniel stated that Town Clerk Jennifer Lambert had resigned and the Board needed to act upon her resignation. He also requested the Board to review his recommendation to add a Town Administrator to the organizational chart, consider bringing Peggy Bissette back on staff full time to serve as Interim Town Administrator/Zoning Administrator, and hold the position of Town Clerk until someone could be hired. The Interim Town Administrator could then advertise and make recommendations for the person to fill the Town Clerk's position. In addition to training the new Town Clerk, Peggy would then also begin to make recommendations regarding Susan Ennis's salary study, pay classification and personnel policy.

Commissioner Meacombs stated that the town is only three days away from having the Town Hall being closed 2-3 days per week and that he supports Mayor Daniel's recommendation. Commissioner Meacombs moved to go into Closed Session to discuss hiring Peggy back full time in this capacity. Commissioner Hough seconded the motion and it carried unanimously.

Once back in Open Session, Commissioner Robinson moved to accept Jennifer Lambert's resignation effective November 30, 2004. Commissioner Hough seconded the motion and it carried unanimously. Peggy also stated that she needed help with fiscal month end closing because since Jennifer was made Clerk, she had not been involved with the process and that Jennifer was willing to come back and help at the end of November.

Commissioner Meacombs moved to reinstate Peggy Bissette as full time, serving as Interim Town Administrator/Zoning Administrator and Interim Town Clerk and reinstate her three weeks of vacation at an annual salary of \$42,000 effective November 5, 2004. Commissioner Robinson seconded the motion and it carried unanimously.

Being no further business, Commissioner Hough moved to adjourn.

Jennifer Lambert
Clerk

Mayor Pro Tem Larry Daniel
Commissioners
Harold Meacombs
Fred Hough
Luke Robinson
Basco Lewis