

**TOWN OF SUMMERFIELD
CLOSED SESSION
MINUTES
March 1, 2005**

Present: Dena Barnes, Bob Williams, Carolyn Collins, Mark Brown, Jane Doggett, Michael Stewart, Dianne Laughlin, Town Clerk, Michael Brandt, Town Administrator and Bill Trevorrow, Town Attorney.

****NOTE:** In open session, Dena Barnes made a motion to recess to executive session for Personnel and Property Matters at 10:08 pm. There was no discussion. The motion was seconded by Carolyn Collins and passed unanimously.

Personnel Matters: Brandt reported the field had been narrowed to two applicants for the Assistant Town Planner/Zoning Enforcement position and he had met with them. He stated neither have had enforcement experience. He stated one has twelve years engineering experience but no planning and that one has planning experience, but no enforcement experience. He recommended Council consider the one who had planning experience and stated that after reviewing starting salaries for this position for towns of our size, the average salary is \$31,000.

Property Matters: It was stated that DENR will confirm the commercial well information for the site at 7300 Summerfield Road. There was discussion about the site drawing and the architect's responsibility in this matter. Trevorrow stated he thought contact with the architect should remain on a Staff basis, and Brandt agreed to review the architect contract and call him.

By consensus, Council reconvened to Open Meeting at 10:34 pm.

Dena Barnes
Dena Barnes, Mayor

Dianne Laughlin
Dianne Laughlin, Town Clerk

May 3, 2005
Date Unsealed