

MARCH 26, 2018, TOWN BOARD

A special meeting of the Town Board of the Town of Root, County of Montgomery and State of New York was held at the Town Hall, 1048 Carlisle Road, Sprakers, New York on the 26th day of March 2018.

PRESENT: Gary Kamp Supervisor
Dominic Cuomo Councilman
LuEmma Quackenbush Councilwoman
Laurel Eriksen Town Clerk
Robert Subik Attorney

ABSENT: Evelyn Lindley Councilwoman
John VanKersen Councilman

Supervisor Kamp opened the meeting at 6:32 PM.

The purpose of this special meeting was to review the 3 applications that have been received for the position of Bookkeeper. Applicants were:

- 1) Patricia Laux, 21 First Street, Canajoharie, NY 13317
- 2) Giniene Raymond, 197 Brumley Road, Fultonville, NY 12072
- 3) Jason Walrath, 168 Becker Road, Canajoharie, NY 13317

The Board Members and Attorney reviewed the applications. A job description was discussed. Currently there is no written job description. It was decided to prepare a job description which Supervisor Kamp and Councilwoman Quackenbush will work together on preparing. Supervisor Kamp will contact our auditor Craig Speers for guidance on what should be included in the job description and what we should be looking for in the applicants. The job description will be prepared for adoption at the April 11, 2018 Board meeting. After adoption of the job description the 3 applicants will be called in for interviews with the Board. Current Bookkeeper Kyle Borst will be asked to stay on until we hire a new bookkeeper.

The meeting adjourned at 6:52 PM.

Respectfully Submitted,
Laurel Sherrie Eriksen, Town Clerk