



**CITY OF DOVER**

## APPOINTMENTS COMMITTEE - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: 1<sup>st</sup> Floor Conference Room, City Hall  
Meeting Date: **Wednesday, February 8, 2012**  
Meeting Time: **5:45 PM**

Call to order at 5:47pm. Present were Chair Deputy Mayor Robert Carrier, Councilor Catherine Cheney, and Mayor Dean Trefethen. Also present were City Clerk Karen Lavertu and Deputy City Clerk Susan Mistretta.

Approval of minutes. Minutes from December 14, 2012. Motion to approve by Cheney, second Trefethen. No discussion. Unanimous.

The City Clerk and Deputy Clerk gave the committee an update on their procedures on handling appointments and how there could be some improvement on the process. Lavertu indicated that Mistretta would be spending additional time with the appointment process to keep applicants and the committee better informed. It was also agreed the committee would reach out by email to applicants to indicate the status of the applications and reasons why there would be a delay or why they were not appointed at that time.

### Consideration and Recommendation of Applicants:

There was discussion on the openings and candidates for Planning Board.

Motion to recommend appointment of Kirt Schumann from alternate member to regular member by Trefethen, second by Cheney. No discussion. Unanimous.

Motion to recommend appointment of Dennis Ciotti as an alternate member by Cheney, second by Trefethen. No discussion. Unanimous.

There was discussion on the openings and candidates for the Energy Commission including the need to stagger the terms as this is a fresh start of this commission and the need to prevent all the terms ending at the same time. It was decided some would be for three year terms, some for two year terms and some for one year terms.

All motions to recommend appointments by Carrier, second Cheney:

3 year terms: Jessica Skinner, Eric Steltzer and Jan Nedelka

2 year terms: Carmen Buford and Elizabeth Goldman

1 year terms: Shannon Rogers Keegan and Mary Gilbertson

There was discussion on the situation with the Recreation Advisory Board. Member Jerry Newcomb's term has expired and he wants to be reappointed. In a previous Appointments Committee meeting it was thought there were two regular member openings and two people were appointed, but there was only one. Since one of those appointees has not filled out the oath of office or attended any meetings then it was felt that person should be named an alternate instead. Motion to recommend reappointment as a regular member Jerry Newcomb and appointment as an alternate member Lynn Anton by Trefethen, second Cheney. No discussion. Unanimous.



**CITY OF DOVER**

## APPOINTMENTS COMMITTEE - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: 1<sup>st</sup> Floor Conference Room, City Hall  
Meeting Date: **Wednesday, February 8, 2012**  
Meeting Time: **5:45 PM**

The committee held a discussion on what policy we might want to recommend to the full Council on cross appointments between land use boards. Recent state law clarified what other committees or boards a person serving on a land use board could be appointed to. The issue was not decided but there was some feeling that we may not want cross appoint members of these kinds of board.

The process for going through the remaining pending applications to various boards was discussed and it was the consensus that we will review all of them at the next meeting and decide which people we'll want to come in for an interview and which ones we already know and no interview would be needed. We may also decide to handle some appointments at that meeting as well.

Next meeting was set for February 29, 2012 at 5:45pm.

Motion to adjourn by Cheney, second Trefethen. Unanimous.

Adjourned at 6:38pm