**From:** Shawn Murray
**To:** Derik Goodine
**Subject:** RE: Anything happen at your meeting
**Date:** Wednesday, July 18, 2018 2:11:19 PM

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Thank you Derik. My recommendation would be:

1. Get permission from the Board of Selectmen to advertise for a Part-Time Fire Chief at 28 hours per week for non-NH Retirement System applicants or a Part-time Fire Chief at 26 hours per week for someone if hired that is currently a retired NH Retirement System member collecting a Group II retirement (I can provide further information on the new law and rules)

2. Conduct a resume review from applications received with a panel that includes Town Administrator, Police Chief, Fire Chief, Deputy Chief (if not a candidate) Captain McIntosh, and a Call Fire Officer or Call Firefighter. 6 total.

3. Conduct a Fire Chief Interview Panel comprised of three Fire Chiefs which I can recruit to provide us with a recommendation from the interested candidates.

4. Bring forward 3 or 4 names to the Board of Selectmen for their consideration and to interview if they so desire.

5. Board of Selectmen appoints the Part Time Fire Chief.

Recommended Timeline:

1. Develop and begin advertisement for Part Time Chief on Wednesday August 1, 2018.
2. Application for position closes on Tuesday August 14, 2018.
3. Application Review Group meets on Wednesday August 15, 2018 and chooses up to five applicants for Interviews.
4. Interview Panel of three Fire Chiefs meet week of August 20, 2018 and provides 3 to 4 applicants names for Board of Selectmen to interview.
5. Board of Selectmen Interviews Candidates on Monday August 27th at their Board of Selectmen Meeting.
6. Board of Selectmen make decision on hiring of Part Time Fire Chief at their September 24th meeting contingent on successful background, motor vehicle, and criminal records check as well as compensation negotiations.
7. New Part Time Fire Chief starts October 8, 2018 and works with Chief Murray before his departure.
8. Chief Murray leaves Wednesday October 31, 2018.

We will need to obtain Boards Salary parameters and I can put together a Part Time Fire Chief Job Description for their review.

If this works for them let me know, I am more than willing to work with you to get this done.

Chief Murray

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**From:** Derik Goodine
**Sent:** Wednesday, July 18, 2018 1:21 PM
**To:** 'David Jodoin' <djodoin@pembroke-nh.com>
**Cc:** Shawn Murray <SMurray@allenstownnh.gov>
**Subject:** RE: Anything happen at your meeting

Thank you David!

*Derik Goodine*
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**From:** David Jodoin [mailto:djodoin@pembroke-nh.com]
**Sent:** Wednesday, July 18, 2018 10:39 AM
**To:** Derik Goodine <DGoodine@allenstownnh.gov>
**Subject:** RE: Anything happen at your meeting

I was going to send you the response yesterday but tied up with Capital improvements balancing.

There is no desire at this time to do any type on consolidation

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**From:** Derik Goodine [mailto:DGoodine@allenstownnh.gov]
**Sent:** Wednesday, July 18, 2018 8:28 AM
**To:** djodoin@pembroke-nh.com
**Subject:** Anything happen at your meeting

Just curious what the thoughts were on the fire department/Chief discussion from your meeting?

*Derik Goodine*
Town Administrator
Town of Allenstown

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