* 1. Board's Comments

Mr. Clark addressed the Board regarding the possible process for the selection of a new fire Chief, due to Chief Pele's impending retirement. Previous appointments were done with the help of an outside agency. He stated the Board of Safety should conduct interviews and make a recommendation to the Town Council. Mr. Clark also suggested the standards be placed in the ad.

Councilman Gardiner sent out an email earlier this morning outlining his suggestions, which include screening the resumes and doing two (2) rounds of interviews. He added that the Town Manager's Office did seek input from outside agencies and only received a reply from one (1) which he included in the email. An alternative would be for the Town Manager to complete the initial legwork to include the posting of the position and retention of resumes. Councilman Gardner suggested a couple members of the Board of Safety, meet with a couple of Town Council members to go thru the resumes and windle down the numbers and create a list of those they want to interview.

Mr. Westland added that if only two (2) members from the Board and Council meet there is no need to "sunshine" the meeting. If more than two (2) from the Board and Council meet Mr.

Westland suggested it be done under Executive Session, regarding personnel.

Mr. Gardiner suggested the following timeline, which was emailed to the Board prior to the meeting:

* + Monday, October 5
  + Friday, October 30
* Week of November 2
* Week of November 9
* Week of November 16
* Week of December 7
* Week of December 14
* Monday, February 1

Announce Position Close Announcement

Review of Applicants by Search Committee (2 Board of Safety, 2 Town Council, Town Manager)

Initial Interview by Search Committee (2 Board of Safety, 2 Town Council,Town Manager)

2nd and Final round of Interviews with Full Board of Safety and Town Council Liaison

Make Selection and Offer Position Announcement of New Hire

Start Position

Dr. Dershewitz asked if the Board will receive a list of the specific qualifications for the

position? Councilman Gardiner stated everything will be included in the job description and will be sent to the Board. Mr. Clark asked if the Board needed to send a formal memo to the Town Council? Mr. Westland said a memo was not needed. Dr. Brown said if no one had any objections that he and Mr. Clark would be part of the committee to review the resumes.

Dr. Brown motioned to accept the internal process, without outside assistance, for the process of selecting a replacement Fire Chief. Dr. Dershewitz seconded the motion. All members presented voted aye, motion approved 5-0.

Ms. Dunn motioned to follow the process outlined in Councilman Gardiner's email for the process of selecting a replacement Fire Chief. Dr. Dershewitz seconded the motion. All members presented voted aye, motion approved 5-0.

Ms. Dunn commented that she was surprised to read in the News You Can Use that the town will be having Trick or Treating from 5 p.m. to 7 p.m. on Halloween. Chief Scheckel stated that it would be impossible to shut it down all together as many children from other communities come to Munster. Dr. Dershewitz asked if there will be any recommendations regarding the wearing of masks? Chief Scheckel said everyone should be following the governor's order regarding mandatory masks. He added that any homeowner that does not wish to participate should turn off their porch lights, so parents and children know not to knock on those doors. These recommendations will be on our Facebook page and other town websites and publications.

Mr. Clark stated that he is unable to open any of the attachments sent via email,to include meeting packets. Administrative Assistant Nadratowski said she will look into trying to send them in a different format.

Dr. Brown stated there would not be a regular meeting later in October or November due to the selection process for Fire Chief taking additional time.

* 1. Adjournment

Ms. Dunn motioned to adjourn the meeting. Mr. Baffa seconded the motion. All members present voted aye, motion approved 5-0. Meeting was adjourned at 8:35 a.m.

Lorin M. Brown, M.D.,Chairman