

KENT COUNTY WATER AUTHORITY  
SPECIAL BOARD MEETING MINUTES

April 24, 2008

The Board of Directors of the Kent County Water Authority held a special meeting in the Joseph D. Richard Board Room at the office of the Authority on April 24, 2008.

Chairman, Robert B. Boyer opened the meeting at 3:30 p.m. Board Members, Mr. Gallucci, Mrs. Graham, and Mr. Masterson were present together with the General Manager, Timothy J. Brown, Technical Service Director, John Duchesneau, System Engineer, Legal Counsel, Joseph J. McGair, and other interested parties. Board Member Inman was not in attendance due to a conflicting commitment.

**New Hire Customer Service Representative**

The General Manager informed the Board that he interviewed and reviewed 16 applicants for the position and those applications will be placed on file. The General Manager recommended candidate, Nicole Jacques, for the position subject to the applicant follow-up procedures.

Board Member Graham stated that according to the recent Handbook (2003) and prior hiring policy since 1995 that the recommendation of the General Manager has worked well in the past and she is satisfied with the results. Board Member Boyer stated that the hiring policy is very important for the integrity of the Authority.

After discussion, Board Member Masterson moved and it was seconded by Board Member Gallucci and Board Member Graham to hire Nicole Jacques as a customer representative subject to two years probation and the regular pre-hiring due diligence of successful drug testing, BCI record checks and follow-up procedures by the General Manager and adherence to the established entry level salary and it was unanimously by the Board Members present,

VOTED: To hire Nicole Jacques as a customer service representative subject to two years probation and the regular pre-hiring due diligence of successful drug testing, BCI record checks and follow-up procedures by the General Manager and adherence to the established entry level salary.

Board Member Gallucci made a Motion to adjourn, seconded by Board Member Masterson and it was unanimously,

VOTED: To adjourn the meeting at 3:45 p.m.

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Secretary Pro Tempore