

**ORWELL TOWN BOARD
Special Meeting-Vacancy
June 18, 2014**

Members Present:
Supervisor William Potter
Councilmen: Nicholas Marshall, Jeffrey Graham, James LaCelle
Town Clerk-Traci LaVeck

Supervisor Potter opened the meeting at 7:08 PM.

The purpose of the Special Meeting is to fill the vacancy left after Councilman Robert Crossett's death.

Supervisor Potter gave the time that services will be held for Councilman Crossett, as well as, discussed sending flowers for the services.

Possible candidates to fill the vacancy were discussed. Supervisor Potter will get in touch with the people discussed to find out if they are interested. Robert Martin has shown interest in the past in becoming involved with the board. Supervisor Potter will get in touch with him to see if he is still interested. The town clerk will send a letter to the Board of Elections to inform them of the vacancy. The Board anticipates making an appointment at the July 8, 2014 Regular Board Meeting. The appointment will be effective until the end of 2014. If the person appointed to the position is going to fulfill the remaining three years of Councilman Crossett's term they will need to file a petition for election between July 7-July 10, 2014.

Also discussed during the meeting was the possible revision of the Procurement Policy. Supervisor Potter wants to see that the Justice Books are audited every year.

Also discussed was the air quality of the down stairs offices. Supervisor Potter wants to have a Radon Test done. The carbon dioxide levels were determined to be high down stairs. Adding a screen door to the outside door was discussed, so that there is access to fresh air in the basement.

-A motion was made by Councilman Graham and seconded by Councilman Marshall to order a new steel door with a screen in it (to let in fresh air), leading to the outside from the basement. (4 Ayes) Motion carries

-A motion was made by Councilman Graham and seconded by Councilman Marshall to adjourn the meeting at 7:59 PM. (4 Ayes) Motion carries

Submitted
June 25, 2014

Traci S LaVeck
Orwell Town Clerk