

**TOWN OF RYE - SELECT BOARD  
MEETING & SITE WALK  
Friday, October 28, 2022 – 9:00 a.m.  
Rye Town Hall**

**Present:** *Chair Phil Winslow; Vice-Chair Tom King; and Selectman Bill Epperson*

**Others Present:** *Town Administrator Matt Scruton and Finance Director/Asst. Town Administrator Becky Bergeron*

**I. Call to Order**

Chair Winslow called the meeting to order at 9:00 a.m.

**II. Site Walk: Town Hall Annex, 500 Washington Road**

The Select Board and some Town Hall staff toured the space at the annex. Chair Winslow explained that the meeting was a walk through and that the project is moving forward. The Town will address any needed changes after move-in.

**Motion by Tom King to recess the meeting at 9:13 a.m. and move the meeting to the Town Hall for further discussion. Seconded by Bill Epperson. All in favor.**

**III. Other Business**

Chair Winslow reconvened the meeting at 9:20 a.m. at the Town Hall

**Town Clerk Donna DeCotis, Deputy Town Clerk Amy Thibodeau, and Supervisors of the Checklist Sally King, Madeline Chichester, and Karen Oliver,** met with the Select Board to discuss office space needs for the Supervisors of the Checklist, along with the needs of the Town Clerk's Office. The discussion focused on the proposed layout for the Town Clerk's Office at the Town Hall Annex and how the Supervisors of the Checklist would be able to fit into that space to do their work. Ms. DeCotis and Ms. Thibodeau expressed their concerns in regards to having enough space for both functions in the Town Clerk's Office. After discussion, the Select Board agreed to proceed with the current plan of having the Supervisors of the Checklist work out of the Town Clerk's Office at the Town Hall Annex. They can see how the arrangement works and if there are issues, they can revisit the idea of using the conference room at the annex or using another space that may be available. There may also be the possibility of rearranging the furniture to create more space for staff and volunteers to work.

**Adjournment**

**Motion by Phil Winslow to adjourn at 10:16 a.m. Seconded by Bill Epperson. All in favor.**