

TOWN OF FIFIELD SPECIAL BOARD MEETING  
MINUTES OF December 3, 2015

**ROLL CALL:** Meeting was brought to order on December 3, 2015 at 4:00 p.m. at the Fifield Town Hall. Present: D. Noetzel, J. Hintz, and J. Wierzba. Also present: S. Putnam and 1 other.

**DISCUSS EMPLOYEE HANDBOOK:** The draft of the employee handbook was reviewed. The clerk recorded the changes to be presented to Dean Dietrich of Ruder Ware LLSC.

**ADJOURN:** Motion at 5:05 p.m. (Wierzba, Hintz) to adjourn. Motion carried, voice vote.

Respectfully submitted,

Sally L. Putnam, Clerk