

**New Castle Town Council Special Meeting  
Tuesday, April 3, 2018, 6:00 p.m.**

**Call to Order**

Mayor a Riddile called the meeting to order at 6:00 p.m.

**Pledge of Allegiance**

**Roll Call**

Present	Councilor Metzger Councilor Owens Councilor Hazelton Mayor A Riddile Councilor Leland Councilor G Riddile
Absent	Councilor Russi

Also present at the meeting were Town Clerk Melody Harrison and Town Attorney David McConaughy.

**Meeting Notice**

Town Clerk Melody Harrison verified that her office gave notice of the meeting in accordance with Resolution TC-2018-1.

**Conflicts of Interest**

There were no conflicts of interest.

**Agenda Changes**

There were no agenda changes.

**Citizen Comments on Items not on the Agenda**

Clerk Harrison told the council that she had received a phone call from a citizen that felt it was illegal to hold town administrator interviews in an executive session. Town Attorney David McConaughy said that it was allowed because the interviewees were town employees, and it was a personnel matter. Additionally, neither employee had requested the interviews to be held in an open session; therefore they were within the statutory requirements. Attorney McConaughy said that the council could ask both applicants, just to clarify their right to an interview in open session. The council agreed.

Mayor A Riddile asked the council members if any of them had initiated any contact or communication with either candidate regarding the interviews or the interview

process, prior to the meeting. Councilors Metzger, Owens, Hazelton, Leland and G Riddile all clearly answered no.

Mayor A Riddile said he had some minor contact prior to the meeting, as he had e-mailed both applicants and invited them to arrive a half-hour early to their scheduled interview so they could review the interview questions.

Mayor A Riddile again asked if any council member had spoken to either candidate, and all councilors affirmed they had not spoken to the candidates.

Councilor Leland asked how they would get the questions to the second interviewee.

Clerk Harrison said she was going back downstairs to the election process, and Mr. Reynolds knew to obtain the questions from her.

### **Items for Consideration**

**MOTION: Councilor Leland made a motion at 6:02 p.m. to go into Executive Session for discussion of a personnel matter under C.R.S. Section 24-6-402 4(f)(I) regarding an interview of Greg Jacob for the Town Administrator position, and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body of any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees. Mayor A Riddile seconded the motion and it passed unanimously.**

Executive session concluded.

At the end of the executive session, Mayor A Riddile made the following statement:

"The time is now 8:27 p.m. and the executive session has been concluded. The participants in the executive session were: Councilors Metzger, Owens and Hazelton; Mayor A Riddile; Councilors Leland and G Riddile; and Town Attorney McConaughy. For the record, if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into the executive session occurred during the executive session, or that any improper action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record."

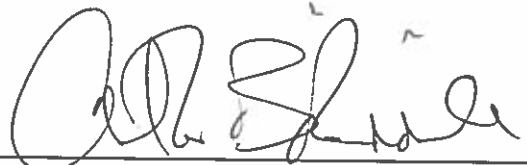
No concerns were stated.

The council and Attorney McConaughy briefly discussed the procedures to move forward in the interview process.

**MOTION: Mayor A Riddile made a motion to adjourn. Councilor Leland seconded the motion and it passed unanimously.**

The meeting adjourned at 8:36 p.m.

Respectfully submitted,



Mayor Art Riddile



Town Clerk Melody Harrison, CMC

