

Letter to BUG Board of Directors for June 06 Agenda

At the May meeting of the Town of Gardner and the BUG Board of Directors, public input requested we address performance issues with BUG fire fighters.

The Town Board of Gardner recommends we implement a plan for performance appraisals. This plan will enhance the management of our BUG Department and we provide the following guideline for appraisals:

1. Fire fighters will be evaluated by their Captains Committee using Section 31 of the Standard Operations Guidelines.
2. The Chief and the 2 Assistant Chiefs will have performance appraisals done annually, in closed session, by the BUG Board of Directors. The Director may use the following criteria as a guide:
 - A. Job description.
 - B. Feedback from taxpayers and fire fighters
 - C. Plan or goals for the BUG Department.

We Thank You for your consideration and recognize that now is a good time to implement such a plan with a new Assistant Chief joining the management team.

Town Board of Gardner
June 7, 2006

Paul DeWitt
Gary Schaeffer
Robert Braunel
Glenn Dart
Mark Stevenson