

Town Manager Search Committee Meeting

Minutes

Reference: Minutes for meeting held June 24, 2023, at the Town Office

Date: 6/30/2023

Summary of June 24th meeting: Time: 8:30 – 10:30 PM

Attendees:

Roger Wakefield

Andrea St George Jones

Rob Eaton

Gary Edwards

Bethany Leavitt

Mike Pinkham

Don Snoke

Marlene Daley

The meeting proceeded as shown in the agenda below:

- 1.Introduction
- 2.Interview candidate
- 3.Review Candidate Interview
- 4.Review New Applicants from MMA

5. Plan MMA Candidate Interview Process

6. Next Meeting/Next Steps

We interviewed one candidate, discussed the interview but did not complete the evaluation forms. We also discussed the MMA candidates received over the past two weeks. Since the MMA candidates seemed to require salaries higher than budgeted, the Committee decided that the Chairman should do phone interviews with each of the four candidates to screen for salary limits using the budgeted number passed at the Town Meeting on June 26th as a reference.

Our next meeting was planned for July 8th to either interview one or more of the MMA candidates or, if no MMA candidates are within the salary range and fit the requirements for the Town Manager, vote on the candidates already interviewed.

Respectively submitted,

Roger Wakefield
Chairman