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**Town Manager Search Committee
Minutes**

Friday, March 3, 2023
Town Hall, Nauset Room
9:00 AM

Present: Chair Michael Gradone, Vice Chair Susan Meisinger, Clerk Ben Zehnder, Members Sims McGrath (via zoom), Ginny Farber, Alan McClennen, Michael McNamara, Ex-Officio Nick Athanassiou, Interim Town Manager Charlie Sumner and Consultant Rick White (via zoom).

Call to Order – The Chair called the meeting to order at 9:00 a.m.

Public Comment - There was no public comment this morning.

Approval of Minutes - The following minutes were approved:

1. Meeting of February 10, 2023, moved by Alan McClennen, Seconded by Sue Meisinger 6-0-0; and
2. Meeting of February 17, 2023, moved by Sue Meisinger, Seconded by Ginny Farber 6-0-0.

The Chair reported that the survey is closed, and that the results would be put on the next agenda for discussion.

The Committee discussed the upcoming public forum, that the Committee will be there to listen, and that the Chair would publicly outline the procedure for participants.

The Committee discussed the interview process and prospective interview questions, with assistance from Rick White.

Rick White described the number and general types of application responses.

The Chair will investigate the interview forum at The Tavern with Mike McNamara after the meeting of March 15, 2023.

The Committee discussed scheduling interviews on March 27, 28 and 29 from 9:00 AM – 1:00 PM at The Tavern.

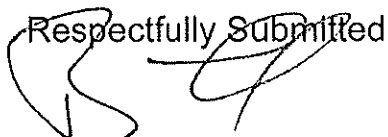
Items for Future Agendas –

- a. Conduct Public Forum - March 13, 2023 at 6:00 PM
- b. Discuss prospective applicants to select those to interview (in Executive Session) – March 15, 2023 at 11:15 AM.
- c. Interview candidates March 27, 28 and 29 9:00 AM – 1:00 PM.

Next Meeting Date – The next meeting will be March 13, 2023 at 6:00 PM in the Nauset Room.

Adjournment – **A motion to adjourn the meeting was made by Ginny Farber, 2nd by Alan McClennen 6-0-0.**

The meeting adjourned at 10:41 am.

Respectfully Submitted

Ben Zehnder, Clerk