

TOWN OF PROVINCETOWN – Town Manager Screening Committee
a sub-committee of the BOARD OF SELECTMEN
MEETING MINUTES
FRIDAY, May 29, 2015 9:00 AM
Provincetown Public Library, 356 Commercial St, 2nd Floor Reading Room
Provincetown, Massachusetts 02657

OPEN SESSION

Chairman Andrews convened the meeting at **9:02 AM** noting the following attendees:

Cheryl Andrews, Thomas Donegan, Anthony Brackett, Lee Ash, Steve Katsurinis.

All members present.

The committee moved to take Item 3 out of order while we wait for Ms Earl.
TD,SK 5-0

3. Motion : to approve the minutes for the public session of May 28, 2015 as presented SK,TD 5-0

Joellen Earl, Search Consultant , GovHR usa arrived at 9:05am

1. The committee discussed the questions that would be asked and process for the interview scheduled this morning.

2. Executive Session

Motion: I move to go into Executive Session pursuant to MGL c30A section 21(a) Clause 8 to consider applicants for employment by a preliminary screening committee subject to declaration of the chair that an open meeting will have a detrimental effect on obtaining qualified applicants and to convene in open session thereafter.

Cheryl did declare.

Motion by Tom Donegan, 2nd by Anthony Brackett
roll call :

Cheryl :	aye
Tom:	aye
Lee:	aye
Steve:	aye
Tony:	aye

Yea 5 Nay 0 Motion passed.

The committee went into Executive Session at 9:07am.

The Committee reconvened in Open Session at 12:37 pm.

4. **Member statements:** committee members reviewed the plan with Ms Earl for how information will be disseminated to committee members first and also then released to the public. Joellen stated she will speak to the recommended finalists today and over the weekend as needed . If any candidate withdraws, she will notify the committee via email asap CONFIDENTIALLY. As long as ...and when.....there are 2 or more candidates willing to go forward in the process, Joellen and Cheryl will craft a Press Release. That release will go to the committee, the BofS, and Acting Town Manager simultaneously . Approximately one hour later, the release will be emailed to the press . Joellen reminded us that the legal constraints on our work state that we must forward 2 or more candidates so if we are unable to do that, we would announce that information to the committee and the BofS and await direction. That's how it works.

Chairman Andrews thanked the members of the committee for their time and contributions to this process. Each offered thoughtful questions and comments and assisted fully in the deliberations. She also thanked our Consultant Joellen Earl for her assistance.

Motion to adjourn

AB, TD 5-0 Motion passed . Meeting Adjourned at 12:46 pm

Recorder: Cheryl Andrews

Minutes approved 5-0 on June 4, 2015