

Town Administrator Screening Committee Minutes May 15th, 2023

Meeting called into session at 7:01pm in Selectboards Meeting Room.

Present: TA Screening Committee Members

Mitch Cohen

Mariam Ibrahimi

Bryce MacKnight

Kerri Martinek

Tim Kaelin

David Durgin

Scott Stocklin

Organization of Committee and Appointments

- Chair – Mitch Cohen
 - Motion Kerri Martinek
 - 2nd David Durgin
 - Vote 6 yes, 1 abstention
- Vice Chair- Mariam Ibrahimi
 - Motion Kerri Martinek
 - 2nd Bryce MacKnight
 - Vote Unanimous Yes
- Clerk – Bryce MacKnight
 - Motion David Durgin
 - 2nd Kerri Martinek
 - Vote Unanimous Yes

Scope presentation by Buzz Stapczynski and Bob Mercier.

- 27 Applicants total
- 10-12 Applicants selected by Bob/Buzz for Essay questions
- 3-4 Finalists selected by TA Committee for Selectboards review
- Information to and from Bob/Buzz will flow through Chair/Vice to members

Process Review for next steps.

- Committee Members to review Essay Q's and provide suggestions/feedback. Candidates will have 2 weeks to complete and return Essay Q's.
- Dates for next meetings
 - Candidate Essay Q Submission reviews 6/14
 - Candidate interviews with Search Committee 6/20 & 6/21
 - Selection of finalists following 6/21 meeting
 - Submitting finalists to Selectboard

Motion to Adjourn

- Kerri Martinek Motion
- David Durgin 2nd
- Meeting Adjourned 8:20pm