

Town Administrator Search Committee Minutes

May 20, 2025

Present: Jeff Osuch, Mark Rees, Colin Veitch, Pam Kuechler, Dave Darmofal, Ken Blanchard, Dan Lopes, Richard White

1. Call To Order

- The TA Search Committee was called to order by Mr. Osuch at 5:30 p.m.
- Mr. Osuch read aloud the purpose of entering the executive session (see below).

In accordance with MGL c.30A s.21 (a)(8) that this Screening Committee move into executive session, in order to consider or interview for employment or appointment candidates for the position of town administrator, because an open meeting will have a detrimental effect in obtaining qualified candidates. The Screening Committee will not return into Public Session.

Executive Session Reason 8. To consider or interview applicants for employment or appointment by a preliminary screening committee if the chair declares that an open meeting will have a detrimental effect in obtaining qualified applicants; provided however, that this clause shall not apply to any meeting, including meetings of a preliminary screening committee, to consider an interview applicants who have passed a prior preliminary screening;

This purpose permits a hiring subcommittee of a public body or a preliminary screening committee to conduct the initial screening process in executive session. This purpose does not apply to any stage in the hiring process after the screening committee or subcommittee voters to recommend candidates to its parent body. It may, however, include a review of resumes and multiple rounds of interviews by the screening committee aimed at narrowing the group of applicants down to a finalist. At the time that the executive session is proposed and voted on, the chair must state on the record that having the discussion in an open session will be detrimental to the public body's ability to attract qualified applicants for the position. If the public body opts to convene a preliminary screening committee, the committee must contain less than a quorum of members of the parent public body. The committee may also contain members who are not members of the parent public body.

- **Motion:** Ms. Kuechler motioned to enter into Executive Session, seconded by Mr. Veitch. Roll Call Vote: Mr. Veitch – Yes, Ms. Kuechler – Yes, Mr. Osuch – Yes, Mr. Lopes – Yes, Mr. Darmofal – Yes, Mr. Blanchard – Yes, Mr. Rees – Yes. Motion passed unanimously (7-0-0)
- Mr. Osuch added that the Committee would not return to open session.

Meeting entered Executive Session at 5:32 p.m.