

Meeting Minutes - Hartford Town Manager Selection Committee

Location: ZOOM Meeting Room #946 4165 1945

Date: July 27, 2020

Time: 6:00 pm

TOWN OF HARTFORD TOWN MANAGER SELECTION COMMITTEE MINUTES

Monday, July 27, 2020, 6:00pm

Hartford Town Hall, 171 Bridge Street, White River Junction, VT 05001

This meeting will be conducted in compliance with Vermont Open Meeting Law with electronic participation.

Present on Site: none

Present on-line: Jo Alexander; John Clerkin, vice chair; Erik Krauss; Sandy Mariotti, chair; Brett Mayfield; Steven Pomije, secretary; Allene Swienckowski; Don Jutton, MRI Consultant

I. Call to Order:

Sandy Mariotti, Committee Chair, called the meeting to order at 6:05pm.

II. Public Comments:

No public comments.

III. Approval of Minutes:

Secretary Steven Pomije requested spelling clarification of the Chair's first name. A correction will be made to the final minutes, changing Sandra to Sandy.

A motion was made by Committee Member Erik Krauss to approve the amended minutes. Committee Member Allene Swienckowski seconded the motion. All were in favor and the motion passed.

IV. Executive Session* - Personnel Discussion:

A motion was made by Committee Member Brett Mayfield to enter Executive Session. Committee Member Allene Swienckowski seconded the motion. All were in favor and the motion passed.

A motion was made by Committee Member Allen Swienckowski to exit the Executive Session. Committee Member Erik Krauss seconded the motion. All were in favor and the motion passed.

Committee Member Brett Mayfield motioned to arrange a meeting on Friday, July 31 to discuss personnel, interview tools and materials under Executive Session. Committee

Member Jo Alexander seconded the motion. All were in favor and the motion passed.

Committee Member Erik Krauss motioned to request MRI to arrange one (1) informal interview with new candidate, and one (1) second interview with a current candidate, to occur at the next regular committee meeting under Executive Session. Committee Member Brett Mayfield seconded the motion. All were in favor and the motion passed.

*Closed session

Action Items:

- Committee Chair Sandy Mariotto to request MRI to arrange two (2) more interviews with prospective candidate and current candidate to occur at the next regular meeting.
- Committee Secretary to arrange an additional meeting on 7/31/20 @ 6pm to discuss personnel.
- MRI to share interviewing tools with the committee for discussion on 7/31/20.

V. Adjournment:

Committee Member Brett Mayfield made the motion to adjourn the meeting. All were in favor and the motion passed. The meeting adjourned at 9:21pm.

All Meetings of the Hartford Town Manager Selection Committee are open to the public. Citizens wishing to address the committee should do so during the Citizen Comments period. *An Executive Session is a closed session.

Respectfully submitted,

Steven Pomije, Secretary
