

# TOWN MANAGER SEARCH COMMITTEE MEETING MINUTES

*Date | time* May 25, 2023 at 6:02pm | *Meeting called to order by* Vice Chairperson, Joe Major

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## Commission Members In Attendance

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Joe Major, Dennis Brown, Sara Campbell, Kim Souza, Gayle Ottman, Connie Kelley, Cathy Melocik, Tim Fariel, Scott Hausler

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## Commission Members Absent

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Gabrielle Lucke

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## Others in Attendance

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None

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## Approval of Minutes

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A motion was made by     Dennis Brown     Seconded by:     Gayle Ottamn    

In Favor     Unanimous     Opposed                                     

The motion was Approved or Disapproved?     Approved    

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## Additions or deletions to the Agenda

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None

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## Member Comments

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None

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## Update on Survey Response Rates for Community and Staff

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Cathy gave an update on the survey responses as of this meeting. 26 staff surveys and 115 community surveys.

Joe brought up the concern regarding the inability to close the survey to individuals after they take the survey. Not possible using the existing format. It was discussed that it was not an issue to the committee that the input provided may be that of other family members or helping others fill the survey out. The agenda identifies how the committee felt about the validation of the existing format.

Gayle mentioned a conversation she had with a resident regarding questions related to libraries. It was determined that the individual likely didn't read the question completely.

Cathy will do another big push for the community survey and Connie will do the same for the staff survey.

All were satisfied with the current input.

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## Executive Session

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A motion was made by: Gayle Ottman at 6:22pm to enter into Executive Session to discuss personnel issues for the purpose of discussing the appointment of a public officer or employee.

Seconded by: Sara Campbell

In Favor Unanimous Opposed \_\_\_\_\_

The motion was Approved or Disapproved? Approved

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A motion was made by: Dennis Brown at 7:40pm to leave Executive Session

In Favor Unanimous Opposed \_\_\_\_\_

The motion was Approved or Disapproved? Approved

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## Announcements

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None

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## Round table individual committee member closing comments

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None

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## Adjournment

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Motion was made to adjourn the meeting by: Dennis Brown at: 7:42pm

Seconded by: Sara Campbell

All in Favor: Unanimous

Opposed:

Respectfully submitted by: Scott Hausler

Date: 2.25.23

### **2023 Town Manager Search Committee Members**

**Chair: Gabrielle Lucke**

**Vice Chair: Joe Major**

**Member: Dennis Brown**

**Member: Sara Campbel**

**Member: Tim Fariel**

**Member: Cathy Melocik**

**Member: Gayle Ottmann**

**Staff (non-voting) Member: Scott Hausler**

**Staff (non-voting) Member: Connie Kelley**

**Selectboard (non-voting) Member: Kim Souza**

**Term limits are not specified because this committee's term shall be dissolved once the Town of Hartford has entered into an employment agreement with a candidate per the committee's charge.**