

# TOWN MANAGER SEARCH COMMITTEE MEETING MINUTES

*Date | time* June 9, 2023 at 6:00pm | *Meeting called to order by* Chairperson, Gabrielle Lucke

---

## Commission Members In Attendance

---

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

---

## Commission Members Absent

---

Joe Major

---

## Others in Attendance

---

None

---

## Approval of Minutes

---

A motion was made by Tim Fariel Seconded by: Sara Campbell

In Favor Unanimous Opposed

The motion was Approved or Disapproved? Approved

---

## Meeting Notes

---

Cathy presented the results of the survey of Town Staff and Community Members.

Once reviewed with Domini, these surveys will be distributed to the select board.

Gabrielle reminded committee that these results will shape our review of applicants and the interviews also.

It was requested that committee members develop 3-5 questions using the surveys as a guide

Review of the timeline proposed by Dominic was discussed

A motion was made by Tim Fariel and seconded by Dennis Brown to accept, use and distribute the materials presented by Dominic Cloud for pursuing applicants which include the Community Profile ( 7 color pages) and Town Manager Job Description (3 pages).

---

## Executive Session

---

None requested

---

## Announcements

---

**Next meeting of the Committee will be on June 22, 2023 at 6PM**

---

## Round table individual committee member closing comments

---

General appreciation shared for the process, progress, and working group dynamics.

---

## Adjournment

---

Motion was made to adjourn the meeting by: Tim Fariel at: 6:55 PM

Seconded by: Gayle Ottman

All in Favor: Unanimous

Opposed:

Respectfully submitted by: Tim Fariel - Date: June 9, 2023

### 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.**