

Meeting Minutes Hartford Town Manager Selection Committee

Location: ZOOM Meeting Room #3 5461 1049

Date: November 11, 2020

Time: 6:00 pm

TOWN OF HARTFORD TOWN MANAGER SELECTION COMMITTEE MINUTES

Wednesday, November 11, 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. A video of this meeting can be found here:

Present on Site: none

Present online: Jo Alexander; Erik Krauss; Sandy Mariotti, chair; Brett Mayfield; Steven Pomije, secretary; Allene Swienkowski, vice chair; Don Jutton, MRI Consultant

I. Call to Order:

Sandy Mariotti, Committee Chair, called the meeting to order at 6:06pm.

II. Public Comments:

MRI, the hiring consultant, recommended that the committee enter executive session directly as the candidate was waiting. With agreement from the Committee, Chair Sandy Mariotti agreed to come back to items II and III after the executive session.

III. Approval of Minutes:

Per discussion above, approval of the minutes will occur after Executive Session.

IV. Executive Session* Personnel Discussion:

Committee Vice Chair Allene Swienkowski motioned to enter Executive Session to discuss personnel matters and interview candidate. Committee Member Jo Alexander seconded the motion. All were in favor and the motion passed.

Committee Vice Chair Allene Swienkowski motioned to exit Executive Session. Committee Member Jo Alexander seconded the motion. All were in favor and the motion passed.

Secretary Steven Pomije recommended brevity by focusing on how the committee is ranking the interview candidates, specifically asking MRI to clarify if the committee is using the same rubric as Phase I of the Town Manager search to determine which candidates to move on to the Select Board for final interviews. MRI inferred the uniqueness of Phase II which merits that the committee be more agile in their processes. After discussion among the committee, a general agreement was to move a candidate to a second interview by majority vote.

Committee Member Jo Alexander motioned to authorize MRI to fast forward tonight's interview candidate forward to the Select Board for a second interview as the candidate has other job opportunities. Committee Vice Chair Allene Swienkowski seconded the motion. All were in favor and the motion passed.

Chair Sandy Mariotti returned to agenda item II and opened discussion to the public. There were no public comments so she returned to agenda item III:

Committee Member Jo Alexander motioned to approve the minutes from November 6, 2020. Committee Vice Chair Allene Swienkowski seconded the motion. All were in favor and the motion passed.

Action Items:

- MRI to share candidate ranking spreadsheet with committee for discussion at the next meeting on November 16, where the committee will determine further interview candidates.

I. Adjournment:

Committee Vice Chair Allene Swienkowski motioned to adjourn the meeting. Committee Member Brett Mayfield seconded the motion. All were in favor and the motion passed. Meeting adjourned at 8:14pm.

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
