

Town
Manager
Search
Committee

October 29, 2025
6:00 PM –Town Hall, 1 Main Street
Room G07 - Ground Floor Conference Room

RECEIVED

By M. Denise Smith at 11:34 am, Oct 07, 2025

- 1.0 Call Meeting to Order**
- 2.0 Review Meeting Agenda**
- 3.0 Discussion Items**
 - 3.1 Introduction and Organization
 - 3.1.1 Nomination of chair, vice chair and secretary
 - 3.2 Search Committee Protocol
 - 3.2.1 [Guidelines for Conducting a Search](#)
 - 3.2.2 Open Meeting Law (OML) - [Communication Protocols](#)
 - 3.3 [Role of Search Committee and Charge](#)
 - 3.4 Discussion of Process
 - 3.4.1 Discuss the Municipal Market and Recruitment Process
 - 3.4.2 Discuss Interview Format and Questions
 - 3.5 Discuss Meeting Schedule/Timeline
 - 3.5.1 Meeting to Select Candidates
 - 3.5.2 Interview Sessions
- 4.0 Executive Session**
 - 4.1 M.G.L. c.30A, Sec. 21(a) To consider or interview applicants for employment by a preliminary screening committee, if the chair declares that an open meeting will have a detrimental effect in obtaining qualified applicants. This shall not apply to any meeting regarding applicants who have passed a prior preliminary screening.
- 5.0 Adjourn Meeting**

**This item is included to acknowledge that there may be matters not reasonably anticipated by the Chair that could be raised during the Public comment period by other members of the Committee, by staff or others.*