

Town of Boxborough, MA

Board/Committee: Town Administrator Screening Committee

Day & Date: Thursday, July 28, 2022

Time: 2:00 PM

Location: Boxborough Town Hall

AGENDA

Call to order – 2:00 PM

1. Introductions – Committee and Community Paradigm, LLC
2. Discuss Committee charge and timeline
3. Elect Committee Chair and Clerk
4. Review Open Meeting Law
5. Discuss the Municipal Market and Recruitment Process
6. Discuss Interview Format and Questions
7. Schedule Interviews
8. Executive Session

I move that we enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(8) to review resumes and consider or interview applicants for employment or appointment by a preliminary screening committee for selection of finalists to be presented to the Select Board for possible appointment as Town Administrator. To have the discussion in an open session will be detrimental to the ability of the Town to attract qualified applicants for the position. The Committee will not return to open session.

Adjourn