

To be approved at the April 30, 2022 City Manager Search Task Force Special Meeting

## **City Manager Search Task Force**

Held April 21, 2022

The Special Meeting of the City Manager Search Task Force was called to order via video platform by Task Force Chair Amanda Gustin at 3:01 PM.

In attendance were: Barre City Human Resources Director - Rikk Taft, Task Force Chair - Amanda Gustin, Tracie Lewis, Michael Sitton, Sue Higby, Paul Cook, David Delacore

Absent: None

Candidate #20 joined zoom meeting for interview at 3:04 PM.

Michael made the motion to go into Executive session and to invite Rikk and Candidate #20 at 3:05 PM for candidate interview, seconded by Sue. Motion Carried.

Executive Session for Candidate #20 interview.

Michael moved to end Executive Session. Seconded by Sue. Motion Carried.

City Manager Search Task Force Committee ended Executive Session at 4:10 PM

Michael moved to begin recess until 5:00 pm. Seconded by Sue. Motion Carried.

City Manager Search Task Force Committee went into at 4:11 PM.

Tracie moved to end recess at 5:00 pm. Seconded by Michael. Motion Carried.

City Manager Search Task Force Committee ended recess at 5:00 PM

Adjustments to Agenda: Add going into Executive Session at the beginning of meeting.

Approval of Minutes: Motion to approve Minutes for April 11, 2022 made by Sue, seconded by Michael. Motion Carried. Minutes for April 19<sup>th</sup>, 20<sup>th</sup> and 21<sup>st</sup> will be presented for approval at the meeting on April 30, 2022.

Agenda Items:

- A. Presentation & Approval of Public Survey. Amanda and Tracie worked on a Public Survey. Amanda posted Public Survey in chat for task force members to review. This is a very short survey for the public to take. Michael had 2 suggested changes to formatting. Survey to be shared on Front Porch Forum, Barre City website and social media, and The Barre Partnership's social media page. Survey ends April 28<sup>th</sup>. Task Force will review results of survey prior to April 30<sup>th</sup>'s meeting. Survey will go out tonight to all avenues. Tracie made a motion to approve survey and circulate as presented, seconded by Michael. Motion Carried.

Next Meeting: April 30, 2022, at 9:00 AM

B. Presentation and Discussion of Community Visits. Michael and Tracie worked on Community Visit for finalists. Michael discussed plans and laid out the 2-day schedule. Thorough discussion regarding a community engagement session was had by Task Force.

C. Executive session for interviewing

Task Force Committee Member Sue Higby removed herself from the 6:00 pm interview with Candidate #32.

Candidate #32 joined zoom meeting for interview at 6:00 PM.

Michael made the motion to go into Executive session and to invite Rikk and Candidate #32 at 6:02 PM for candidate interview, seconded by Tracie. Motion Carried.

Executive Session for Candidate #32 interview.

Michael moved to end Executive Session. Seconded by Paul. Motion Carried.

City Manager Search Task Force Committee ended Executive Session at 6:59 PM

Candidate #9 joined zoom meeting for interview at 7:05 PM.

Tracie made the motion to go into Executive session and to invite Rikk and Candidate #9 at 6:00 PM for candidate interview, seconded by Sue. Motion Carried.

Executive Session for Candidate #9 interview.

Tracie moved to end Executive Session. Seconded by Sue. Motion Carried.

City Manager Search Task Force Committee ended Executive Session at 8:20 PM

D. Round Table

The meeting adjourned at 8:21 PM on motion of Tracie, seconded by Michael. Motion Carried.

Respectfully submitted, Tracie Lewis

Next Meeting: April 30, 2022, at 9:00 AM

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