

TOWN OF HARWICH
Town Administrator Search Committee

MINUTES
August 7, 2013
Approved October 10, 2013

MEMBERS PRESENT:

Leo Cakounes

Shirley Gomes

Tom Johnson

Christina Joyce

John Wheeler, Chair

MEMBERS ABSENT: NONE

I. Call to Order

The Chair called the meeting to order at 9:05 AM.

II. Old Business

- Minutes from June 6, 2013, Open Session meeting were unanimously approved after a motion to approve was made by Leo Cakounes and seconded by John Wheeler.
- John Wheeler advised the members that Pam Parmakian and Frank Sampson have declined to continue on the search committee.
- John Wheeler led a discussion of the process after the Board of Selectmen received the Town Administrator Search Committee's three recommended candidates.
- The committee's expectation is that a new advertisement including the revised salary range will be placed in publications in accordance with the Town Charter and that the committee will receive new applicants beyond those initially considered.
- The committee developed the following for John Wheeler to forward to Angelo LaMantia, Chair of Board of Selectmen: The Committee
 - looks forward to receiving the BOS's document outlining the selection criteria for the ideal Town Administrator.
 - welcomes input from the interim Town Administrator as an advisor on an as needed basis
 - suggests the interim Town Administrator provide potential candidate names to MMA Consulting Group.
 - understands the search time frame is from August 12 through September 20.

- Suggests that when the new Town Administrator is hired, the interim Town Administrator could perform in an advisory capacity if needed.

III. Executive Session

The committee did not go into Executive Session.

IV. Adjourn: A motion by Leo Cakounes to adjourn the meeting was seconded by Tom Johnson and passed unanimously.

John Wheeler, Chair, adjourned the meeting at 10:25 AM.

Respectfully submitted,

Christina Joyce, Secretary