

SPECIAL SELECTBOARD MEETING

October 2, 2023

Minutes

*approved as-is
BC, DB*

Present: Bill Cleary
Dave Baczewski
Guests: Vicky Ross, Melissa Manka, Candidate B

The meeting was called to order at 4:00 p.m. The meeting was held in person at The Westford Public Library.

CHANGES TO AGENDA

A meeting with Melissa Manka was added to the agenda.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSION

At 4:05 pm Dave made a motion to go into Executive session for matters of personnel and to conduct interviews/recruitment of new Town Administrator and invited consultant Vicky Ross to join, motion was seconded by Bill and the motion was approved 2-0.

At 4:15 pm the selectboard met with Melissa Manka on a personnel matter. No action was taken.

At 5:00 pm the selectboard conducted a second interview with candidate B. Discussed the professional merits of this candidate and other candidates already interviewed.

At 6:00 pm the selectboard and consultant Vicky Ross discussed other personnel matters related to staffing/open positions and personnel related aspects of the Town Administrator transition.

At 6:30 pm Dave made a motion to exit the executive session, seconded by Bill, approved 2-0.

OPEN SESSION

6:32 pm meeting was called to order with the same participants.

At 6:35 pm Dave made a motion to extend a formal offer to Candidate B for the position of Town Administrator, seconded by Bill, approved 2-0.

ADJOURN

This meeting adjourned at 6:40 pm.

Respectfully Submitted,
Dave Baczewski
Selectboard

Callie Hamdy
Minute Clerk