

**Nominating Committee
May 11th, 2026
Draft Minutes**

Present: Pat Haller Martha Heath
Lynn Bursell Tommy O'Connor
Vicky Ross (online)

The meeting was called to order at 2:00 PM. The meeting was held in person and via zoom.

CHANGES TO THE AGENDA

P. Haller requested that approving the minutes from April 28th be added to the agenda.

PUBLIC COMMENT- Items not on the agenda

V. Ross mentioned that she reviewed the job descriptions that were posted and commented that they had a nice refresh of language. **V. Ross** asked about the audit and time commitment that the previous Town Treasurer had to dedicate to said audit. She recalls that there were extra hours and wanted to be sure that the person that ends up being hired understands that level of commitment.

P. Haller says that he has not thought about that and the committee should cross that bridge when they get there. He also commented that this should be mentioned to the Selectboard so they can be aware. **T. O'Connor** also commented that some time was thought of by changing the weekly hourly commitment of the position, but that further conversation is warranted. **V. Ross** asks that this is part of the interview process.

V. Ross then asked if there was any concern from the Town Auditors or the Vermont League of Cities and Towns (VLCT) about the interim appointment of Tommy. This concern is that Tommy serves as the Town Administrator as well and she wanted to make sure that the town was operating in the best interest of proper auditing practices and refraining from any conflicts of interest. **P. Haller** mentioned that the Selectboard will take that under advisement.

REVIEW MINUTES- April 28th

P. Haller - only 1 grammatical change. **M. Heath** moves that the minutes be approved as amended. **L. Bursell** seconded the motion. The motion passed unanimously **3-0**

REVIEW OF APPLICANTS TO THE COMMITTEE

P. Haller shares that there were two applicants to join the committee. Vicky Ross and Greg Bemis have sent applications. **P. Haller** asks to start with the review of Vicky's application. He was thankful for Vicky throwing her hat into the ring to join. **P. Haller** motions to appoint Vicky Ross to the nominating committee. **M. Heath** seconded the motion. The motion passed unanimously **3-0**.

P. Haller welcomed Vicky to the committee. **V. Ross** stated she was happy to help.

P. Haller then read the email from Greg Bemis. Pat mentioned his time at Champlain College and as a member of other committees. **P. Haller** continued to state that Greg is a neighbor and a person who has always acted with the best interest of the Town in mind. **M. Heath** said she did not know Greg but with his experience she was happy to have him join. **M. Heath** then motioned to approve the appointment of Greg Bemis to the nominating committee. **L. Bursell** seconded the motion. The motion passed unanimously. **3-0**

NEXT STEPS

P. Haller reminded the committee that the applications are due by end of day on May 22nd. He also hopes to have candidates to the Selectboard for their June 14th meeting.

The committee went through some available dates and landed on **May 27th at 4:30 PM.**

M. Heath requested all materials be sent as they come in to allow the committee time to review. **T. O'Connor** stated that at this time, 5 applications have been sent in.

P. Haller mentioned that in communication with Greg Barrows and Marge MacIntosh, only Marge responded. She was unable to commit to the committee but was willing to support the committee with any questions they may have. He then asked Tommy to reach out to Marge.

V. Ross requested that the committee create a standard list of questions to be asked of the candidates at the May 27th meeting.

V. Ross looks forward to working with the group.

P. Haller motioned to adjourn the meeting at **2:15 PM.** **M. Heath** seconded the motion. The motion passed unanimously **4-0.**

Respectfully submitted by:

Tommy O'Connor
Town Administrator

Pat Haller
Nominating Committee Chair