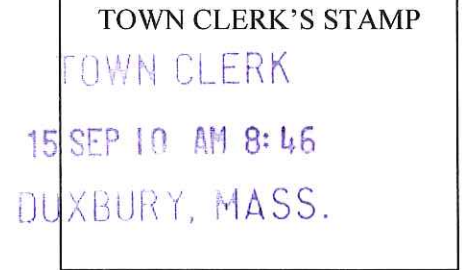




Meeting Notice

Town of Duxbury, Massachusetts

Pursuant to MGL Chapter 30A, §18-25
All meeting notices and agenda must be filed and time stamped
in the Town Clerk's Office and posted at least 48 hours prior to
the meeting (excluding Saturdays, Sundays and Holidays)



Board: Planning Board

Meeting Location: Town Hall, 878 Tremont Street, Small Conference Room (lower level)

Day & Date of Meeting: Monday, September 14, 2015

Time: 7:00 PM

Posted by: Brian Glennon, Vice-Chairman

AGENDA

7:00 PM

Call Meeting to Order / Open Forum

1.0 Interview of Candidate for Planning Director Position

The Planning Director Hiring Team has narrowed the field of applicants to one candidate. A mock Development Review Team (DRT) meeting was held on 09/04/15 and the candidate received positive reviews from DRT members. Planning Board members are asked to bring their own interview questions, keeping in mind the job description and guidelines laid out below. The Planning Board is expected to interview this candidate and may choose to make a motion to hire the candidate conditionally upon standard Human Resources screening.

- 1.1 Résumé of candidate
- 1.2 Planning Director Job Position posting
- 1.3 Draft Job Description
- 1.4 Legally Compliant Job Interviews
- 1.5 Interview Questions: Legal or Illegal?
- 1.6 Planning Director 1st Round Interview Matrix (*questions asked by Hiring Team at interview on 08/31/15*)
- 1.7 Planning Director 2nd Round Interview Matrix (*DRT scores*)
- 1.8 Blank interview matrix (*to use at PB meeting*)

2.0 Other Business

No other business is scheduled. However, new topics may be brought up for discussion at a future Planning Board meeting.

9:00 PM

Adjourn

NEXT PLANNING BOARD MEETING:

**Monday, September 21, 2015 at 7:00 PM
Duxbury Town Hall, 878 Tremont Street
Small Conference Room, lower level**