

TOWN OF UXBRIDGE
TOWN MANAGER REVIEW COMMITTEE
21 SOUTH MAIN ST, UXBRIDGE, MA 01569

Michelle Taparausky, Chair
Jeffrey Lourie, Vice Chair
Patrick Stephan, Clerk
Justin Piccirillo, Member
Jennifer Modica, Member
William Kessler, Member
Nick Federico, Member

TOWN MANAGER REVIEW COMMITTEE
MEETING MINUTES: MONDAY, NOVEMBER 6, 2017

Minutes of the Uxbridge Town Manager Review Committee meeting on November 6, 2017 in the Lower Town Hall, Uxbridge Town Hall, 21 South Main Street, Uxbridge, MA:

Present: Jeffrey Lourie – Police Chief, Michelle Taparausky – Citizen, William Kessler – Fire Chief, Nick Federico – Treasurer/Collector, Jen Modica – Selectman, Justin Piccirillo – Selectman, Patrick Stephan - Citizen

- I. The meeting was called to order at 5:35 p.m.
- II. Chief ^{Kessler} ~~Keller~~ **MOVED TO** nominate Ms. Taparausky as committee chair. **SECONDED** by Chief Lourie and approved unanimously. Chief Keller **MOVED TO** nominate Chief Lourie as Vice-Chairman. **SECONDED** by Ms. Taparausky and approved unanimously. Ms. Modica **MOVED TO** nominate Mr. Stephan as Clerk. **SECONDED** by Mr. Piccirillo and approved unanimously.

Chief Lourie noted that he had reviewed the resumes and suggested that we meet twice per week. He suggested screening and discussing merits of candidates for the next meeting.

Ms. Taparausky suggested establishing dates with several time slots for meeting and interviewing candidates. The committee agreed to meet twice weekly and meet Thursday, November 9, 2017 to review candidate qualifications and determine which candidates should be selected for interviews by the committee.

Procedures were discussed for the process of reviewing resumes and identifying candidates with the best fit for the job description and success in Uxbridge. Confidentiality of information, compliance with all legal requirements and timely completion of committee tasks were discussed.

The committee noted that the position would require an experienced administrator with a track record of successful delegation of authority and communications with staff, also having a strong finance background.

Each member of the committee was directed to review the 13 resumes submitted by prospective candidates and submit 6 candidates to the committee for consideration at the next meeting for the next step of interviews with the committee.

- III. The meeting was adjourned at 6:20 p.m. (**MOTION** by Ms. Taparausky, **SECONDED** by Chief Lourie, unanimously approved).

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Town Clerk

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Minutes submitted by Patrick Stephan, Clerk

Michelle Taparowsky, Chair-----

Jeffrey Lourie, Vice Chair-----

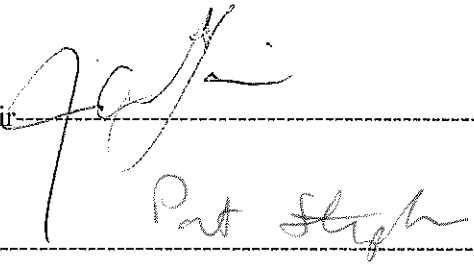
Patrick Stephan, Clerk-----

Justin Piccirillo, Member-----

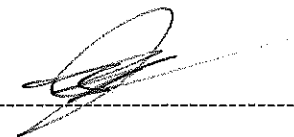
Jennifer Modica, Member-----

William Kessler, Member-----

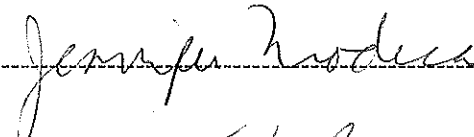
Nick Federico, Member-----



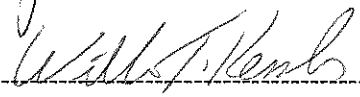
Handwritten signatures of Jeffrey Lourie and Patrick Stephan.




Handwritten signature of Justin Piccirillo.



Handwritten signature of Jennifer Modica.



Handwritten signature of William Kessler.



Handwritten signature of Nick Federico.