

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: THURSDAY, NOVEMBER 9, 2017

Minutes of the Uxbridge Town Manager Review Committee meeting on November 9, 2017 in the Selectmen's Meeting Room, Uxbridge Town Hall, 21 South Main Street, Uxbridge, MA

Present: Jeffrey Lourie, Michelle Taparausky, William Kessler, Nick Federico, Jen Modica, Justin Piccirillo, Patrick Stephan

- I. The meeting was called to order at 5:02 p.m.
- II. Ms. Taparausky stated that the first objective for the meeting would be to select up to 6 candidates for consideration for screening interviews. An additional objective would be to consider how to select candidates and an approach for interviewing the candidates.

The committee submitted their top candidates to the Clerk and the selections were tallied. Candidates 2, 6, 8, 11 and 12 had at least 5 nominations and were selected to be contacted for interviews with the Committee. Ms. Taparausky will make arrangements with the town administrative staff and clerk to invite candidates for interviews.

Mr. Piccirillo will investigate the possibility of interviewing candidates remotely, given the geographic situation for some candidates. There is no budget for compensating candidates for travel expenses to Uxbridge for interviews. Mr. Piccirillo will also investigate guidelines for Executive Sessions that must be used by the Committee in the first round of interviews.

Mr. Stephan will prepare a master list of questions based on commonly used interview questions and submissions by the members of the Committee. Chief Lourie, Ms. Taparausky and Mr. Stephan will meet prior to the November 15 meeting to shorten the list of questions that will be discussed at the next Committee meeting.

The committee agreed to meet at 8 a.m. on Wednesday, November 15 to review questions and prepare for candidate interviews. The Town clerk will be asked to contact the selected candidates for their availability for interviews on the afternoon of November 16.

- III. Chief Lourie **MOVED TO** adjourn the meeting at 5:33 p.m., which was **SECONDED** by Ms. Modica and was approved unanimously.

NOV 15 '17 AM 8:18

Received by
Uxbridge
Town Clerk

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Minutes submitted by Patrick Stephan, Clerk

Michelle Taparausky, Chair-----

Jeffrey Lourie, Vice Chair-----

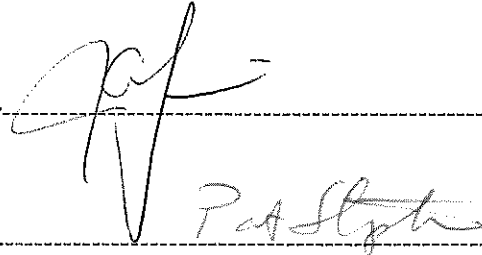
Patrick Stephan, Clerk-----

Justin Piccirillo, Member-----

Jennifer Modica, Member-----

William Kessler, Member-----

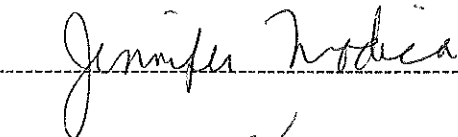
Nick Federico, Member-----



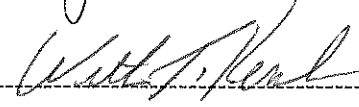
Handwritten signature of Jeffrey Lourie above the line for Jeffrey Lourie, Vice Chair. Handwritten signature of Patrick Stephan above the line for Patrick Stephan, Clerk.



Handwritten signature of Justin Piccirillo above the line for Justin Piccirillo, Member.



Handwritten signature of Jennifer Modica above the line for Jennifer Modica, Member.



Handwritten signature of William Kessler above the line for William Kessler, Member.



Handwritten signature of Nick Federico above the line for Nick Federico, Member.