



## MANCHESTER-BY-THE-SEA

SELECT BOARD • TOWN HALL

Manchester-by-the-Sea, Massachusetts 01944-1399

Telephone (978) 526-2000 FAX (978) 526-2001

### MINUTES OF THE SELECT BOARD

March 24, 2025

5:30pm

Hybrid Meeting

Join Zoom Meeting, Meeting: ID 869 6635 5402 Passcode: 995099 Mobile: 1.646.558.8656

**MEMBERS PRESENT:** Ms. Harrison – Chair, Mr. Round – Vice-Chair, Ms. Bilotta, Mr. Delaney, Mr. Sollosy

**MEMBERS ABSENT:**

**STAFF PRESENT:** Town Administrator, Mr. Federspiel, Executive Assistant, Debbie Powers

Ms. Harrison called the Select Board meeting to order at 5:30pm with five members present in person and stated the meeting is being recorded.

#### **Town Administrator Search Update**

John Petrin from Community Paradigm provided an update on the Town Administrator search process. He reported that 17 applicants applied for the position. The screening committee interviewed 5 candidates and unanimously voted to send forward 3 finalists: John Apple, Anthony Barletta, and Jill Cahill.

Interviews with the Select Board were scheduled for Thursday, April 3rd. The process would include candidates meeting with department heads for an hour prior to their formal interview with the Board. Interviews were set for 4:00 PM, 5:15 PM, and 6:30 PM, with a decision scheduled for April 7<sup>th</sup>.

Ms. Harrison asked if Board members could speak individually with screening committee members about candidates. Mr. Petrin advised this was allowed but cautioned against serial conversations that could violate open meeting law.

The Board debated whether to interview an internal candidate, Chuck Dam, who was not selected as a finalist by the screening committee. Brian advocated for interviewing Mr. Dam, arguing it would show support for internal growth and development. Ms. Bilotta expressed concerns about overriding the screening committee's recommendations and maintaining a fair process.

After extensive discussion, a motion was made to include Chuck Dan in the final round of interviews:

*Mr. Sollosy moved to include Chuck Dam in the final round of interviews before the Select Board on Thursday, April 3rd, 2025, pending receipt of his application material; Mr. Delaney seconded. Mr. Delaney – yes, Mr. Sollosy – yes, Ms. Bilotta – no, Ms. Harrison – no, Mr. Round - yes 3-2*

The Board discussed logistics for scheduling the additional interview, deciding to add it at 7:30 PM on April 3rd. Mr. Petrin advised he would determine the interview order.

*6:15pm Ms. Bilotta moved to adjourn the meeting; Mr. Delaney seconded. Mr. Delaney – yes, Mr. Sollosy – yes, Ms. Bilotta – yes, Ms. Harrison – yes, Mr. Round - yes*