

**TOWN OF PROVINCETOWN – TOWN MANAGER SEARCH COMMITTEE  
REGULAR MEETING MINUTES  
WEDNESDAY, March 12, 2014 5:00 pm  
TOWN HALL – JUDGE WELSH ROOM**

Chairman Louise Venden convened the meeting at 5:00 PM.

Town Manager Search Committee: Dennis Minsky, Robert Vetrick, Mark Hatch, Lynne Martin, Richard Olson, Jennifer Cabral, Judith Cicero, Peter Petas, Louise Venden, Donald Vaughan

Absent : Ann Maguire and Rob Tosner

Other Attendees: None

Recorder: Mary Timmons

1. **PUBLIC STATEMENTS** - None

2. **QUESTIONNAIRE UPDATE**

Lynne Martin discussed the changes made to the questionnaire by the Town Manager Questionnaire Subcommittee.

There was an active discussion of the questionnaire. Peter Petas questioned the usefulness of the survey as constructed as did Richard Olson. Mark Hatch thought it was helpful for taking the temperature of the Town as did Judy Cicero and others. Several Board members suggested language changes.

Modifications to the format of the responses were beyond the scope of the survey software according to Lynne Martin and there was a general concern that the Committee have physical copies of the survey ready for Town Meeting on April 7.

Several edits were agreed, which will be made by Lynne Martin. Louise Venden agreed to approach Town Moderator, Mary Jo Avellar, to get her approval to have the survey available at Town Meeting.

***MOVE that the Town Manager Search Committee vote to approve the questionnaire as revised***

***Motion by: Dennis Minsky Seconded By: Donald Vaughan Yea 10 Nay 0***

3. **MINUTES OF PAST MEETINGS** - None

Given the amount of changes and corrections to past minutes, the Committee thought it best if minutes first go to Peter Petas, with all comments also being sent to him rather than Louise Venden. The final minutes, which have been edited by Petas, will then be sent to Louise Venden who will then give Mary Timmons the authority to post.

***MOVE that the Town Manager Search Committee vote to have all minutes approved first by Peter Petas, then Louise Venden before final posting***

***Motion by: Robert Vetrick Seconded By: Mark Hatch Yea 10 Nay 0***

**4. OTHER MATTERS NOT KNOWN AT THE TIME OF POSTING**

Site visits. Richard Olson and Judith Cicero believe we should be involved in the site visits.

Lynne raised the question of scheduling the public forum. The Committee decided on one public forum to be scheduled for April 16, 2014. Ms. Martin will create a brochure informing the public of the forum.

The Committee decided the meeting of April 9, 2014 will be cancelled due to Town Meeting.  
**Minutes transcribed by: Mary Timmons March 26, 2014**