

**TOWN OF PROVINCETOWN –
Selectmen's Secretary Preliminary Screening Committee**

**FRIDAY – SEPTEMBER 12, 2014 9:00 pm
OPEN SESSION –**

JUDGE WELSH HEARING ROOM, 260 Commercial St. Provincetown

Cheryl Andrews called the meeting to order at 9:00 AM noting the following Selectmen's Secretary Preliminary Screening Committee members: Selectman Cheryl Andrews, Selectman Robert Anthony, Town Clerk Doug Johnstone, Town Manager Executive Assistant Elisabeth Verde.

No members of the public attended.

Recorder: Doug Johnstone

OPEN SESSION

The meeting minutes from the open session of the Preliminary Screening Committee held on August 29, 2014 were reviewed. Cheryl Andrews moved to approve as amended, seconded by Robert Anthony. Minutes approved as amended 4-0-0.

Elisabeth Verde announced that no new applications have been received since the last meeting of the committee, and that she is attempting to schedule an interview with an applicant for Friday, September 19, 2014 at 8:00 am. The committee can also discuss next steps and potential recommendations to the Board of Selectmen.

The Committee voted to enter into executive session at 9:07 am as follows:

MOTION: Move to enter into executive session, pursuant to M.G.L. c. 30A, §21(a)(Clause 8), to consider or interview applicants for employment or appointment, for the Board of Selectmen's secretary position, and moved that the chair declare that an open meeting will have a detrimental effect in obtaining qualified applicants, and to not reconvene in open session thereafter.

Motion by: Doug Johnstone Seconded By: Robert Anthony Yea 4 Nay 0

Roll Call vote

Cheryl Andrews – Yes

Robert Anthony – Yes

Doug Johnstone – Yes

Elisabeth Verde – Yes

The committee went into executive session at 9:07 am.