

TOWN OF PROVINCETOWN – BOARD OF SELECTMEN

SPECIAL MEETING – FRIDAY – OCTOBER 18, 2013 12:00 pm

EXECUTIVE SESSION –

PRELIMINARY SCREENING COMMITTEE FOR

THE SELECTMEN’S SECRETARY POSITION

TOWN HALL – TOWN MANAGER CONFERENCE ROOM

Austin Knight called the meeting to order at 12:00 PM noting the following Board of Selectmen members: Austin Knight and Tom Donegan.

Other Attendees: Town Manager Sharon Lynn, Assistant Town Manager David Gardner and Town Clerk Doug Johnstone

Recorder: David Gardner

OPEN SESSION

The first order of business was to elect a chair.

MOTION: Move to enter into executive session, pursuant to G.L. c. 30A, §21(a)(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.

Roll Call vote

Austin Knight – Yes

Tom Donegan – Yes

Sharon Lynn – Yes

David Gardner – Yes

Doug Johnstone - Yes

Motion by: Tom Donegan **Seconded By**: Doug Johnstone Yea 5 Nay 0

Consider the additional applications of five applicants including two finalists:

Andreia Ribas

Mary Timmons

The committee agreed to eliminate from further consideration four candidates for either a lack of experience or lack of specific administrative experience deemed necessary for the position in question.

MOTION: Move to refer Andreia Ribas to an interview session to be conducted on Thursday, October 24, 2013 at 8:00 am.

Roll Call vote

Austin Knight – Yes

Tom Donegan – Yes

Sharon Lynn – Yes

David Gardner – Yes

Doug Johnstone - Yes

Motion by: Tom Donegan **Seconded By**: Doug Johnstone Yea 5 Nay 0

MOTION: Move to adjourn at 12:35 pm.

Roll Call vote

Austin Knight – Yes

Sharon Lynn – Yes

Doug Johnstone - Yes

Tom Donegan – Yes

David Gardner – Yes

Motion by: Tom Donegan Seconded By: Doug Johnstone Yea 5 Nay 0