

**TOWN OF PROVINCETOWN – TOWN MANAGER SEARCH COMMITTEE
MEETING MINUTES – SPECIAL MEETING
JULY 22, 2019, 2019 5:00 PM
JUDGE WELSH ROOM – PROVINCETOWN TOWN HALL**

Chair Murray convened the open meeting at 5:00 pm noting the following:

Select Board attending: Chair David Abramson, Vice Chair Robert Anthony, Members John Golden, Lise King and Louise Venden

Excused:

Town Manager's Search Committee: Richard Murray, Lee Ash, Elaine Anderson, Steve K, Robert O'Malley, Alfred Famiglietter and Truro Town Manager Rae Ann Palmer

Excused: Marianne Clemens and Leslie Sandberg

Other attendees: Acting Town Manager David Gardner, Finance Director Josee Cardnial Young and Secretary to the Select Board Elizabeth Paine

Recorder: Elizabeth Paine

- 1. Joint Meeting with the Town Manager's Search Committee; Topic of discussion will include but not limited to (Votes May Be Taken)**
 - a. Town Manager's Search Consultant**
 - b. Town Manager's Screening Committee Charge**
 - c. Town Staff Questionnaire**
 - d. Upcoming Meetings.**

The Select Board and the Town Manager's Search Committee discussed updating Town Manager's job description, salary and housing allowance. The Board and Committee agreed on requesting the Executive Search Consultant preforming an exit interview on previous Town Manager David Panagore.

TMSC Chair Murray spoke to the BOS and gave some speaking points. The discussion included the TMSC requesting the BOS to review and update the Job description, conduct an exit interview with previous Town manager David Panagore and consider the salary to be between 180 – 200K with benefits and 30K housing. The Board and Committee spoke about the Executive Search Consultant coming to town on August 6th to conduct interviews with the Select Board Memembers, Town Manager's Search Committee, town staff and the public to build a position profile. Truro Town Manager Rae Ann Palmer told the Board and Committee she welcomed the opportunity to work with the Committee and share her experience moving from off cape to Truro and suggested coming up with three main goals the BOS would like to see completed in the first year as it provides the entering Town Manager with a good direction.

Without objection the meeting was recessed at 5:30 pm

Minutes transcribed by: Elizabeth Paine