

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

**FRIDAY – SEPTEMBER 19, 2014 8:00 AM  
EXECUTIVE SESSION –**

**JUDGE WELSH HEARING ROOM, 260 Commercial St. Provincetown**

Cheryl Andrews called the meeting to order at 8:00 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.

Recorder: Doug Johnstone

**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: Cheryl Andrews    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 8:26 a.m.

The meeting minutes from the executive session of the Preliminary Screening Committee held on September 5, 2014, September 10, 2014 and September 12, 2014 were reviewed. Elisabeth Verde moved to approve as amended, seconded by Robert Anthony. All minutes approved as amended 4-0-0.

**MOTION: Move to accept the executive session minutes of the Preliminary Screening Committee held on September 5, 2014, September 10, 2014 and September 12, 2014 as amended.**

**Motion by: Elisabeth Verde    Seconded By: Robert Anthony    Yea 4    Nay 0**

**Roll Call vote**

**Cheryl Andrews – Yes**

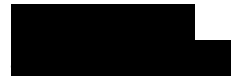
**Robert Anthony – Yes**

**Doug Johnstone – Yes**

**Elisabeth Verde – Yes**

Finalist candidates to be recommended to the Selectmen for interview were discussed.

**MOTION: Move to recommend the following applicants to be interviewed by the Board of Selectmen to fill the position of Secretary to the Board of Selectmen, and to include the following statement with the recommendation, “The Selectmen’s Secretary Preliminary Screening committee strongly recommends that a special meeting of the Board of Selectmen for the purposes of conducting interviews for the position of Secretary to the Board of Selectmen be scheduled and occur as soon as possible, ideally within four days of receipt of this recommendation”:**



**Loretta Dougherty**

**Motion by: Doug Johnstone    Seconded By: Elisabeth Verde    Yea 4    Nay 0**

**Roll Call vote**

**Cheryl Andrews – Yes**

**Robert Anthony – Yes**

**Doug Johnstone – Yes**

**Elisabeth Verde – Yes**

**MOTION: Move to adjourn at 8:53 am.**

**Motion by: Elisabeth Verde    Seconded By: Robert Anthony    Yea 4    Nay 0**

**Roll Call vote**

**Cheryl Andrews – Yes**

**Robert Anthony – Yes**

**Doug Johnstone – Yes**

**Elisabeth Verde – Yes**

Meeting adjourned at 8:53 am.