

Manager Search Committee Meeting

Thursday June 16, 2022

7:00 pm

By Zoom

Municipal Manager Search Committee of Selectboard, EFUD and Library representatives with Rick McGuire of VLCT. Meeting held by Zoom.

Present: Selectboard: Michael Bard, Dani Kehlmann EFUD: Skip Flanders, Natalie Sherman Library: Maroni Minter VLTC: Rick McGuire

Meeting called to order at 7:07pm.

Proposed Agenda: To review documents in preparation for advertising the Municipal Manager position.

Motion to approve agenda by M. Bard, seconded by N Sherman, unanimously approved.

The following documents were reviewed:

- Organizational Charts (SB and EFUD). Edits include adding the P.T. Engineer under the supervision of the (EFUD) Public Works Manager
- Municipal Manager Job Description reviewed, the committee discussed the options for the salary range and decided the 20% range from low to high was adequate.
- Municipal Manager Position Profile draft was reviewed with some minor edits. The SB and EFUD boards will each send their list of 4-5 future priorities to be included in the profile to Rick McGuire. The SB is preparing a community survey to be conducted, in short order. The Profile, if not immediately ready with the other documents for advertisement, can easily be sent to candidates at a later date.

Next steps: Rick McGuire will prepare new documents for final approval by the Search Committee before posting the advertisement. The next meeting will be scheduled when the new documents are received from Rick.

Minutes from June 2, 2022 meeting were approved.

Meeting Adjourned 8:15pm.