

Joint Washington & Middlefield Select Boards with Town Administrator Screening Committee

December 16, 2022 4:45 – 9:00 PM

Remote-only meeting, as allowed by Ch. 107 of the Acts of 2022 extending certain provisions of the Open Meeting Law, G.L. c.30 sec.20 until March 31, 2023, **via Zoom**:

<https://us02web.zoom.us/j/89970521793?pwd=Ry9LQ3dMZWpnS0dqVnR3ZnhtbWR2dz09>

Or call-in: 929-205-6099 | Meeting ID: 899 7052 1793 | Passcode: 318636

AGENDA

- 1. 4:45 PM Organize**
 - a. Acceptance of minutes from 11/21/22 meeting.
 - b. Briefly discuss the Agenda and Interview Process.

- 2. 5:00 PM Interview Candidate #2**
 - a. Follow-up questions by Select Board Members. Each member will be allotted up to 10 minutes.
 - b. If time permits, follow-up questions by Screening Committee members.

- 3. 6:00 PM Short Recess**

- 4. 6:30 PM Interview Candidate #3**
 - a. Washington Select Board Chair to introduce Candidate; Select Board Members introduce themselves and the Town they represent.
 - b. Prepared Interview Questions & Scenarios
 - c. Follow-up questions by Select Board & Screening Committee, Committee Members to introduce themselves and the Town they represent.

- 5. 8:00 PM Discussion & Adjournment**
 - a. General discussion of Candidates' knowledge, skills and abilities for the position.
 - b. If time permits, make a decision on which candidate will receive offer of the position.
 - c. Set time, date and place of next meeting if necessary.