



# TOWN OF WAYLAND

## Town Administrator Screening Committee

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

### MEMBERS

STEVEN CORREIA  
DAVID GUTSCHENRITTER  
DOUGLAS LEVINE  
BRIAN O'HERLIHY, CLERK  
MARYANNE PEABODY  
CAROLE PLUMB, CHAIR  
SUSAN POPE

### Meeting Minutes – June 27, 2018

**Attendance:** Steven Correia; David Gutschenritter; Douglas Levine; Brian O'Herlihy; Maryanne Peabody; and Susan Pope

**Absent:** C. Plumb, Chair

**Others in attendance:** Bernard Lynch, Principal, and Sharon Flaherty, Senior Associate - Community Paradigm Associates, LLC ("CPA").

**Open Meeting:** B. O'Herlihy, Clerk, called the meeting to order at 6:30 PM at the Wayland Town Building and agreed to keep the minutes.

**Public Comment:** None.

**Previous Minutes:** June 22, 2018 (open meeting).

**Materials Discussed/Distributed:** Draft minutes, redacted to protect certain confidential information, for executive sessions held on June 18, 2018, June 21, 2018 and June 22, 2018, were provided to the TASC members for review in advance of this evening's executive session.

### Notes:

- 1) B. O'Herlihy noted that C. Plumb, Chair, may not be attending this evening's meeting due to illness. He asked for a volunteer to chair the meeting. S. Pope moved that D. Gutschenritter serve as temporary Chair of the meeting. D. Levine seconded. Motion approved 6-0.
- 2) The TASC reviewed the minutes for the June 22, 2018 open meeting. M. Peabody moved approval of the minutes. S. Correia seconded. Motion approved 6-0.
- 3) At 6:35 PM, D. Gutschenritter moved, seconded by D. Levine, that the TASC enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(8) to consider or interview applicants for employment or appointment with respect to the Town's search for a Town Administrator by a preliminary screening committee for purposes of discussing, deliberating and taking appropriate action with respect to the candidates previously interviewed for Town Administrator, and pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(7), to comply with, or act under the authority of any general law, which is Massachusetts General Laws Chapter 30A, Section 21(a)(8), to consider or interview applicants for employment or appointment by a preliminary screening committee, specifically,

to review and approve Executive Session minutes from its meetings dated June 18, 2018, June 21, 2018 and June 22, 2018. D. Gutschenritter declared that to have a discussion in an open session will be detrimental to the ability of the Town to obtain qualified applicants for the position. D. Gutschenritter invited attendance by B. Lynch and Sharon Flaherty of CPA and noted that the TASC will reconvene in open session in approximately one hour to address the remaining issues on this evening's agenda. Roll call vote: YEA: D. Gutschenritter; S. Correia; D. Levine; B. O'Herlihy; M. Peabody; and S. Pope. NAY: none. ABSENT: C. Plumb. ABSTAIN: none. Adopted 6-0-0.

The TASC returned to open session at 7:55 PM.

- 4) There were no topics not reasonably anticipated by the Chair 48 hours in advance of the meeting.
- 5) The TASC discussed the need to schedule a meeting to review the minutes from this evening's open and executive sessions, as well as the executive session minutes from its meetings dated June 18, 2018, June 21, 2018 and June 22, 2018. The TASC scheduled its next meeting for July 11, 2018 (Wednesday) beginning at 8:30 AM at Town Building. An executive session is anticipated in order to review and approve the executive session minutes noted above.
- 6) D. Gutschenritter moved to thank B. Lynch and S. Flaherty for their efforts on behalf of the Town and the TASC. Motion passed unanimously.

Adjourn: D. Gutschenritter moved to adjourn the meeting at 8:00 P.M. Motion approved 6-0.

Respectfully submitted,

Brian T. O'Herlihy