

**Personnel Meeting**  
**December 2, 2021**  
**4:00 p.m.**

Present: Nick Smith, William Carrow, Sean Valentine, Jonathan Burnett, Joanne Masten, and Recording Secretary Sue Muncey were in attendance. Ms. DeBenedictis was excused from the meeting.

Mr. Carrow brought the meeting to order at 4:00 p.m. The purpose of the meeting was to hold interviews for the Town Manager position.

Mr. Carrow asked for a motion to go into Executive Session.

*Mr. Valentine made a motion to go into Executive Session. Mr. Burnett seconded the motion. Motion carried unanimously. Motion made at 4:05 p.m.*

Mr. Carrow stated a motion was made by Mr. Burnett and seconded by Mr. Valentine to come out of Executive Session and proceed.

*Mr. Smith made a motion to table the action on the Town Manager decision until another meeting is held. Mr. Burnett seconded the motion. Motion carried unanimously.*

Mr. Carrow asked for a motion to adjourn the meeting.

*Mr. Burnett made a motion to adjourn the meeting. Mr. Valentine seconded the motion. Motion carried unanimously.*

Meeting adjourned at 7:57 p.m.

Recording Secretary,

Sue Muncey