

SELECT BOARD  
KATELYN DAMON, BOARD CHAIR  
JANUARY BENNETT  
INGRID GAITHER

TOWN CLERK / TREASURER  
BENJAMIN SUMNER



ADMINISTRATIVE ASSISTANT  
TO THE SELECT BOARD  
JAMES FORTUNE

PUBLIC SAFETY COORDINATOR  
SHARON MORRELL

## **Town Manager Transition Committee Agenda**

**Tuesday, April 29, 4:30 pm**

Join Zoom Meeting

<https://us02web.zoom.us/j/83473710056?pwd=0zVzolBwtb8Mc798vGBA94VoNfb08k.1>

Meeting ID: 834 7371 0056

1. Call to Order
2. Approve minutes from 4/22 meeting
3. Follow up on action items from previous meeting: Action items agreed upon:
  - a. George will look into a method of keeping track of the committee's process, including contacting Ben Sumner
  - b. Lauren will seek approval to access all functions of the MMA website and serve as point person between the committee and the MMA going forward.
  - c. Joe will contact the Island Institute to ask about resources for our research process.
  - d. George will look into the job description of the Administrative Assistant
4. Discuss next steps
5. Schedule a subsequent meeting in May
6. Adjournment

### **Committee Members:**

George Dickson, Chair  
Lauren Noether, Vice Chair  
Heather Spurling, Secretary

Joe Connell, Nan Hadlock, Garth Hallberg, Jim Kehoe, Ingrid Gaither \*non voting\*