

PRESENT: Selectmen Joseph A. Sergi, Patrick J. McNabb, and Joseph Hallisey; Richard Potts, Clerk, Town Administrator Search Committee

The meeting was called to order at 7:02 PM.

ACTION ITEM:

Item #1 - Interview of candidate for position of Town Administrator: Present was Charles T. Blanchard.

The interview comprised an opening statement by Chairman Sergi, introductory statements by the candidate, followed by a series of questions and follow-up by the Board. The same set of questions was used for each of the candidate interviews on July 21, 22 and 23, 2009. At the conclusion of the interview, the candidate was given an opportunity to ask questions, followed by closing remarks from the Board.

The interview was broadcast live on Charter Communications, Local Programming Channel 15, and a VCR recording of the complete interview was produced for replay by Charter Communications, also on Channel 15. At the start of the interview, the volume settings of the VCR recording equipment were calibrated with a home viewer to ensure the broadcast and recording were intelligible. The VCR tape was write-protected at the end of the meeting.

The complete interview was video recorded and broadcast live for the Lowell Sun, on www.lowellsun.com, by Julia Malakie. An audio recording of the complete interview was made by David M. Pease of Pepperell.

A single DVD recording of the proceedings for the three interviews held on July 21, 22 and 23, 2009, is provided separately to accompany these minutes. The DVD contains the Lowell Sun video recordings, and David Pease's audio recordings, of all three interviews in their entirety, plus some additional still photographs, also by David Pease.

ADJOURNMENT: On a motion by Mr. McNabb and seconded by Mr. Hallisey, it was unanimously voted to adjourn at 8:54 PM.

Respectfully submitted,

Richard Potts, Clerk, Town Administrator Search Committee

APPROVED:

Joseph A. Sergi, Chairman

Patrick J. McNabb, Clerk

Joseph Hallisey