

**SPECIAL TOWN BOARD MEETING
THURSDAY, JUNE 14, 2012
AT 5:30 AT TOWN HALL**

I. CALL TO ORDER at 5:33 PM

Present: Nick Nelson, Jim Patterson, Greg Nelson, Ham Ross, Larry Whalen
Public present: Glenn Carlson, Dave Thomas

**II. REVIEW, DISCUSSION, AND SHORT-LISTING OF TOWN
ADMINISTRATOR JOB APPLICANTS**

The Board began by discussing a method for choosing the finalists: they agreed to each list their top five candidates from all the applicants. After revealing the 25 choices [five from each Board member], a tally was made of the top names to appear on the combined list.

They arrived at a list of the following five candidates: Lisa Potswald, Pete Clark, Alan Eckstein, Kate Bortell and Jim Stauber.

The Clerk is instructed to inquire into the cost of having a research company do background checks on all five of these candidates.

Following the selection of five candidates, the Board discussed how best to conduct interviews of the five. The Clerk was directed to work with Glenn Carlson to build a bank of questions from which the Board can choose a few questions to ask each candidate. Chair Nelson pointed out that the Board could not compare the candidates if there was no opportunity for each candidate to respond to the same question.

III. ADJOURNMENT at 6:40 PM

Submitted by Patty Hobin, Town Clerk
Approved as corrected on August 14, 2012
Patty Hobin, Town Clerk