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By 8:35am KP

Town of Littleton
Town Administrator Search Committee
AGENDA
Wednesday, October 18, 2023 at 5:00 PM
Littleton Electric Light Dept – 39 Ayer Road, Conference Room
Notice of public meeting as required by M.G.L. Chpt.30A §18-28

Attendees of all public meetings should be aware of Massachusetts Recording Law M.G.L. Ch. 20A §20 (f) if they are personally considering recording any part of a meeting or a meeting in its entirety. The listings of matters are those reasonably anticipated by the Chair 48 hours before said meeting, which may be discussed at the meeting. Not all items listed may be discussed. Items may be taken out of order and differ from those listed below. Other items not listed may also be brought up for discussion to the extent permitted by law.*

5:00 PM

1. Executive Session

Motion to enter executive session for the purposes of Exemption #8: To consider or interview applicants for employment or appointment by the Town Administrator Search Committee since the chair declares that an open meeting will have a detrimental effect in obtaining qualified applicants; provided, however, that this clause shall not apply to any meeting, including meetings of a preliminary screening committee, to consider and interview applicants who have passed a prior preliminary screening.

- **A.** Interview Candidates
- **B.** Discuss candidate interviews
- **C.** Vote on final candidates to send to Select Board

9:30 PM

2. Other Matters

A. Committee member updates

9:35 PM

3. Minutes

A. Approve the public session minutes of October 17, 2023
B. Approve the executive session minutes of October 17, 2023

9:45 PM

ANTICIPATED ADJOURNMENT

**(f) After notifying the chair of the public body, any person may make a video or audio recording of an open session of a meeting of a public body, or may transmit the meeting through any medium, subject to reasonable requirements of the chair as to the number, placement and operation of equipment used so as not to interfere with the conduct of the meeting. At the beginning of the meeting, the chair shall inform other attendees of any recordings.*