



**LANCASTER BOARD OF SELECTMEN
Special Meeting Minutes
Of Monday, March 14, 2022**

I. CALL TO ORDER

Chairman Jason A. Allison called the meeting to Order at 5:30 P.M. via ZOOM™, offering a reminder that the meeting is being recorded.

Join Zoom Meeting

<https://us02web.zoom.us/j/84598396525>

Meeting ID: 845 9839 6525

Roll call was taken, Alexandra W. Turner, present, Jay M. Moody, present, Jason A. Allison present.

II. APPROVAL OF MEETING MINUTES - NONE

III. SCHEDULED APPEARANCES & PUBLIC HEARINGS - NONE

IV. BOARDS, COMMITTEES AND DEPARTMENTS REPORTS - NONE

V. PUBLIC COMMENT PERIOD - NONE

6:00 P.M. *Opportunity for the public to address their concerns, make comment and offer suggestions on operations or programs, except personnel matters. Complaints or criticism directed at staff, volunteers, or other officials shall not be permitted.*
6:10 P.M.

VI. TOWN ADMINISTRATOR REPORT - NONE

VII. ADMINISTRATION, BUDGET, AND POLICY

1. Set date for Recall Petition

Mr. Allison proposed that the Board skip this agenda item. All Board members are in receipt of related correspondence. The Board is not required to say anything on this topic. Mr. Allison stated that he is sorry about the situation and that he personally will work to help prevent similar situations in the future.

2. Town Administrator search – next steps

Chairman Allison opened by reiterating the defined process, but proposing that the Board deviate from these processes and move to negotiate with one particular candidate. Ms. Turner thought there were two candidates that stood out, but was very pleased with all candidates presented. Mr. Moody thought two candidates were especially impressive and that he doesn't think there is much more to be learned by continuing the process.

Mr. Allison moved to authorize Interim Town Administrator Jeff Nutting and Human Resources Director Sandi Charton to negotiate a contract with Kate Hodges for the appointment as Lancaster Town Administrator. Ms. Turner seconded, seeking reassurance from Mr. Nutting that this is an appropriate process.

All three members of the Board thanked all the candidates for the Town Administrator position, and thanked John Petrin of Community Paradigm, Inc., the search firm who brought forth the candidates.

Vote taken. Jason A. Allison, Aye, Jay A. Moody, Aye, Alexandra W. Turner, Aye. [3-0-0]

Both Mr. Petrin and Ms. Hodges were in attendance at the meeting via ZOOM. Mr. Petrin will notify the other candidates of the Board's decision and will reach out to the board regarding contract negotiations; Ms. Hodges will look forward to speaking with Mr. Nutting and Ms. Charton. Mr. Nutting, once a draft contract is prepared, will meet with the Board in Executive Session under the Contract exemption.

VIII. APPOINTMENTS AND RESIGNATIONS - NONE

IX. LICENSES AND PERMITS

Special (One Day) All Alcohol License

Applicant: First Church of Christ, Unitarian to hold St. Patrick Day Dinner on March 19, 2022.
Event Hours from 5pm-8:30pm

Mr. Moody moved to grant a Special (One Day) All Alcohol License to the First Church of Christ Unitarian for their Annual St. Patrick's Day Dinner to be held March 19, 2022, with event hours 5pm-8:30pm. Ms. Turner seconded.

Vote taken. Jason A. Allison, Aye, Jay A. Moody, Aye, Alexandra W. Turner, Aye. [3-0-0]

X. OTHER/UNFINISHED BUSINESS - NONE
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XI. NEW BUSINESS - NONE

**This item is included to acknowledge that there may be matters not reasonably anticipated by the Chair*

XII. COMMUNICATIONS

- Select Board's next meeting will be held on Monday, March 21, 2022 at 6:00pm located at the Mary Rowlandson Elementary School Auditorium, 103 Hollywood Drive
- Special Town Meeting will be held on Monday, March 21, 2022 at 7:00pm at the Mary Rowlandson Elementary School Auditorium, 103 Hollywood Drive

Ms. Turner noted that language had been received from Town Counsel for use at Special Town Meeting. This will need to be in the Select Board package for the March 21 meeting.

Mr. Moody asked Mr. Nutting if the electronic signs could be used to advertise Special Town Meeting.

XIII. ADJOURNMENT

Select Board member Mr. Moody offered a motion to adjourn the meeting; seconded by Ms. Turner. Jason A. Allison, Aye, Jay A. Moody, Aye, Alexandra W. Turner, Aye. [3-0-0]

Respectfully submitted

Kathleen Rocco
Executive Assistant

APPROVED

Jay M. Moody, Clerk
Approved and accepted: March 28, 2022