

**Special Select Board Meeting  
Town of Pittsford, Vermont  
Minutes of Meeting/December 20, 2021**

This meeting was conducted at Pittsford Town offices, 426 Plains Road, and also via teleconference using ZOOM.

**Present:** T. Hank Pelkey; Joseph Gagnon, Thomas Hooker, Alicia Malay (Chair) and David Mills (Vice Chair). Also present: Rick McGuire (Zoom) and Kelly Giard.

**Call to Order.** A. Malay called the meeting to order at 5:30 p.m.

**Public Comment.**

None.

**Review of Ground Rules.**

Rick McGuire, Consultant, explained the ground rules for the Town Manager candidate interviews. McGuire explained that each candidate will be asked the same 15 questions by Board Members and will have an opportunity to ask the Board questions.

**Interviews of Candidates.**

T. Hooker (2d by D. Mills) to enter into executive session under provisions of VSA Title 1 Section 313(a) to consider the appointment or employment of an employee for the Town of Pittsford where premature knowledge would place the candidates under consideration at a substantial disadvantage and to invite Rick McGuire and Kelly Giard (Zoom Host) to join. **Motion approved unanimously.**

The Board entered executive session at 5:32 p.m.

T. Hooker (2d by D. Mills) moved to enter public session at 6:46 p.m. **Motion approved unanimously.**

T. Hooker (2d by D. Mills) moved to conduct in-person interviews of top candidates during the week of January 10. **Motion approved unanimously.**

**Adjournment.**

T. Hooker (2d by D. Mills) moved to adjourn. **Motion approved unanimously.**

Meeting adjourned at 6:48 p.m.

Minutes prepared by Kelly Giard.

APPROVED:

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Alicia Malay, Chair

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David Mills, Vice Chair

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Joseph Gagnon

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Thomas Hooker

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T. "Hank" Pelkey