MEETING DATE: 12/7/2016 **TIME:** 6:00pm

If Applicable please fill in Executive Session START TIME: END TIME: Re-open to Public? If yes state approx time: ✓

SUBJECT of Executive Session: Executive Session as necessary

Town Administrator Search Committee

NAME of BOARD/COMMITTEE

Butterick Bldg 109

LOCATION **ROOM**

TOWN CLERK OFFICE USE ONLY
RECEIVED
DEC - 5 2016
TOWN OF STERLING
TOWN CLERK

Name: Donlin Murray

DESIGNATED AUTHORITY OF BOARD/COMMITTEE CALLING THE MEETING

AGENDA

Roll Call Attendance and Approval of Agenda

> Review & approve previous meeting's minutes

> Review letter of "Thank You" to non-interviewees

The Committee reserves the right to enter into executive session as necessary under M.G.L. C59; S60 & M.G.L. 214 S1B, Clause(7) to comply with or act under the authority of, any general or special law "for the purpose of reviewing applications & their supporting documentation so that personally identifiable information shall not be made public.

> Finalize interview list

> Discuss interview dates & times

DEC 5 16 12:59PM

Adjourn