

Town of North Yarmouth  
Select Board  
Special Meeting Minutes of Friday, July 23, 2021  
Town Office Meeting Room



**Call to Order** – Brian Sites, James Moulton, Austin Harrell, David Reed, and Paul Hodgetts were present. Chairperson Sites called the meeting to order at approximately 8:00 AM.

**New Business** – Chairperson Sites gave a brief presentation on the effects of the resignation of Rosemary Roy as Town Manager, Tax Collector, and Treasurer. Chairperson Sites asked Debbie Grover to be the Interim Town Manager until August 12, 2021.

*Interim Town Manager*

Chairperson Sites moved to appoint Debbie Allen Grover as the town's interim town manager. Selectperson Reed moved to amend the motion to set the expiration date to August 5, 2021. Chairperson Sites seconded the amendment. Discussion on the amendment: none. **Vote: 5 Yes – 0 No. (On the amendment).**

*Town Manager's Appointments*

Chairperson Sites moved to approve the Town Manager's appointments of treasurer and tax collector. Selectperson Reed seconded the motion. Discussion: none. **Vote: 5 Yes – 0 No.**

**Any Other Business** – Chairperson Sites moved to forego the 24-hour notice period to the Select Board members (*Select Board Bylaws, Section 3(E) & Section 10*). Selectperson Reed seconded the motion. Discussion: none. **Vote: 5 Yes – 0 No.** Chairperson Sites explained to the Board that the Select Board should start the process. Selectperson Hodgetts asked who will be leading the process. Selectperson Moulton and Harrell agreed to lead the process. Selectperson Reed stated that there should be as much interview process as possible and stated that the public should be involved. Chairperson Sites asked Selectperson's Harrell and Moulton if it was feasible to have a few candidates identified in a week. Chairperson Sites stated that he spoke with surrounding Town Managers and believes that process could be done quickly. Selectperson Moulton clarified that the person who would be hired would be temporary. Selectperson Hodgetts asked if the Board asked Scott Seaver. Selectperson Moulton stated that he spoke with Mr. Seaver. There was some discussion. Selectperson Reed stated that he would prefer someone with a law degree for the permanent position for town manager. Selectperson Harrell stated that there was a lot of tasks to have completed by the next meeting. Chairperson Sites responded that an interview might be appropriate. Chairperson Sites recognized Ms. Graham. Ms. Graham made some comments. Selectperson Harrell asked if there was any additional authorization that was needed from the Board to move forward with searching for an interim town manager. Chairperson Sites responded that a vote was necessary. Selectperson Reed commented on the length that an interim town manager could be with the town and that there should be more of process when choosing the temporary position. There was comment from Linc Merrill. Chairperson Sites responded to Mr. Merrill's question relating to the budget. Chairperson Sites moved that Selectman Harrell and Selectman Moulton to conduct the initial process of selecting one (1) or two (2) candidates that would come before the Board for an interview as well as taking questions from the public and staff at the same time; the Board is looking for the process to occur Friday of next week. (*Friday, July 30, 2021*) Selectperson Harrell seconded the motion. Discussion: none. **Vote: 5 Yes – 0 No.**

**Adjournment** – Chairperson Reed moved to adjourn. Chairperson Sites seconded the motion. Discussion: none. **Vote: 5 Yes – 0 No.** (Adjournment at approximately 8:20 AM)

Prepared By: Draven Walker  
Executive Assistant/Recording Secretary

Select Board



Brian Sites, Chair



Austin Harrell



Paul Hodgetts



James Moulton, Vice Chair



David Reed