



# *Town of Simsbury*

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

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**SIMSBURY BOARD OF SELECTMEN**  
**Special Meeting – May 15, 2023 – 6:00 p.m.**  
**Virtual Format Only**

**CALL TO ORDER**

**EXECUTIVE SESSION**

- a) Pursuant to Connecticut General Statutes 1-200(6)(E): Discussion of Executive Search Firms for Town Manager Recruitment

**SELECTMEN ACTION**

- a) Discussion and Possible Action to Appoint an Executive Search Firm for Town Manager Recruitment Subject to Execution of Contract as Approved by Town Attorney

**ADJOURN**



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## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Appointment of an Executive Search Firm for Town Manager Recruitment

2. **Date of Board Meeting:** May 15, 2023

3. **Individual or Entity Making the Submission:**

Nicholas J. Boulter, Interim Town Manager

4. **Action Requested of the Board of Selectmen:**

If the Board of Selectmen wishes to appoint an executive search firm for the Town Manager recruitment, the following motion is in order.

*Move, effective May 15, 2023, to appoint [INSERT FIRM] as executive search firm for the Town Manager recruitment and to authorize Interim Town Manager Nicholas J. Boulter to execute a contract with [INSERT FIRM] subject to review by Town Attorney.*

5. **Summary of Submission:**

The Town of Simsbury issued a Request for Qualifications for Executive Search Firms for a Town Manager. Responses were due by April 20<sup>th</sup> and the Executive Search Committee has reviewed all responses and interviewed three firms. Should the Board of Selectmen wish to engage with one of those firms for the Town Manager recruitment the Interim Town Manager should be authorized to execute a contract with the selected firm for their services.

6. **Financial Impact:**

\$50,000 was budget for the Town Manager search in the proposed FY 24 budget

7. **Description of Documents Included with Submission:**

None