



**Board of Trustees  
Workshop Meeting Agenda  
Fraser Town Hall, 153 Fraser Avenue and Virtually  
Wednesday April 21, 2021  
6:00 PM- 7:00 PM**

**Members of the Board may have dinner together @ 5:30 p.m.  
NOTE: Times are approximate and agenda subject to change**

Due to COVID-19 social distancing requirements the Fraser Board Room will only allow for participation of 4 people (not including Board and Staff). People with items scheduled on the agenda will be admitted before any public, not on the agenda, until capacity is reached. All others will have the opportunity to digitally attend the meeting with the information provided below.

**Watch the meeting live on Fraser's YouTube  
Channel**<https://www.youtube.com/channel/UCs5aHnl7d-kk0j1cxV28DSg>

**Participate in the meeting through our virtual platform  
Zoom Meeting Information**

<https://us02web.zoom.us/j/2590408013>

**Meeting ID:259 040 8013**

**Phone 1-346-248-7799**

- 1. Board Of County Commissioners Update**
- 2. Town Manager Recruitment Process Update**

Documents:

[Memo Timeline To Appoint Town Manager.pdf](#)



MEMO TO: Mayor Vandernail and the Board of Trustees  
FROM: Antoinette McVeigh, Town Clerk  
DATE: April 21, 2021  
SUBJECT: Town Board Trustee Replacement Timeline

MATTER BEFORE BOARD:  
Review the timeline to appoint the Town Manager.

TIMELINE:

March 18 The Town Manager Position posted  
April 26 Applicant submittals due  
April 26-30 Review Committee screens candidates  
May 5 Town Board to discuss and approve proposed finalists, or request further screening  
May 10-14 Phone interviews to reduce the field, if recommended by the Board  
May 18-19 Finalists visit and interviews  
June 30 Candidate begins work at Town of Fraser (or negotiated date)