

Town of Nahant  
TASC Meeting Minutes  
June 30, 2025

Members Present: Frary, McMackin, McCarthy, Tarmy, Fields, Leonardo, Walsh

Members Absent: Antrim, Steinberg

Others: none

Meeting called to order: 7:05 pm

**Motion to approve June 9, 2025 minutes made by McMackin, seconded by Walsh. Unanimous Ayes.**

**Motion to approve June 16, 2025 Community input minutes made by Walsh, seconded by McMackin.**

**Six ayes, one abstain.**

Current TA, Tony Barletta, briefly stopped in to give the committee encouragement. Today was his last day as Nahant Town Administrator. The committee wished him well.

Brief discussion on the use of Dropbox. Important that we maintain confidentiality of applicants. Frary spoke with Kristin Taylor about process of delivering any new resumes. Taylor will check the [nhtsearch@nahant.org](mailto:nhtsearch@nahant.org) site every Thursday or Friday for new applicants. She will place them in the Dropbox. It is the committee's responsibility to check Dropbox every week.

Discussion on process of choosing which resumes qualify for the position. McCarthy suggested that once the committee members have individually read through the resumes, at the next meeting the whole committee with systematically vote on which applicants move forward and which do not.

For those applicants that qualify, the committee will send them three to five questions, via email, for them to answer in writing. Those candidates who respond (it's possible some may not) may then be considered for an interview – dependent upon their respective answers. McCarthy will drive this process, with all votes being recorded in the minutes.

**For our next meeting:**

- Read, or re-read all current applicant resumes and cover letters
- Come up with possible questions to pose to qualifying applicants
- Come up with additional questions (perhaps some from prior TA searches) to ask qualifying applicants at the initial interview with committee

Next meeting is July 14, 2025 in person at Town Hall.

**Motion to adjourn by Fields, seconded by Leonardo. Unanimous Ayes.**

Minutes approved on July 14, 2025

Respectfully submitted to Town Clerk on July 15, 2025 via email by Julie Tarmy. *jet*