

Appointing Town Boards, Commissions and Committees
Considerations of Board of Selectmen
Endorsed by the Board of Selectmen April 26, 2006

Excerpt from *Handbook for Massachusetts Selectmen*:

- Seek a mix of skills
- Seek diversity
- Be clear about job requirements
- Look for persons who exhibit a cooperative spirit (*Boards function best when their members are willing to compromise. People with unshakable opinions can paralyze a board, making any progress impossible*)

Suggested questions for applicants/incumbents:

New applicant:

- Have you ever attended a meeting of the committee/board/commission?
- Why are you interested in this committee/board/commission?
- What experience, skills or insight would you bring to the committee/board/commission?
- Are you prepared to commit to the meeting schedule of the committee/board/commission?
- What would you hope to accomplish on the committee/board/commission?

Incumbent:

- What has been your level of attendance at committee/board/commission meetings?
- What have you brought to the committee/board/commission in terms of experience, skills, ideas, insight?
- How do you feel you have helped the committee/board/commission in its goal(s)/mission?
- Why do you want to continue serving on the committee/board/commission?