

## BOARD OF SELECTMEN AND SEWER COMMISSIONER'S MEETING

April 5, 2018  
Room 204  
Special Meeting  
7:00 PM

Present: Janet K. Adachi, Katie Green, Joan Gardner, Peter J. Berry, Jon Benson, Lisa Tomyl, Recording Secretary, Bob Mercier, MRI, TMSC

### **Citizens' Concerns**

None

### **Public Hearings**

None

### **Selectmen Business**

Ms. Adachi read a statement regarding the selection process and the interview process.

Pat Clifford, Chair, Town Manager Search Committee presented the final report to the Board. After which, the Board received the list of the 4 finalists for the Town Manager position, including resumes and essay questions. Ms. Clifford introduced the Town Manager Search Committee. Ms. Clifford read the Executive Summary to the Board so that those watching on live tv may hear what the Board had been given.

Ms. Adachi commended the TMSC for their hard work and explained how the committee members were chosen.

Bob Mercier, MRI, impressed with the committee. Next step is to distribute the candidate packets. Also the schedule of the interviews for Saturday. All candidates are committed to attend. Interviews will be from 9-1, completing at 2:00. Some communities make a decision right after the interviews, others "mull it over" for an additional meeting to have an open discussion in a public hearing. The field is very competitive right now as many openings in towns because of many retirements. The pool of candidates is restrictive with less people going into public administration. Saturday the BOS is managing the meeting. There will be an introduction of the candidate and they may want an opening statement and perhaps a closing statement. Each interview is 1 hour. Each Board member think of 2-3 questions to the candidates. There are specific questions the Board can and cannot ask. Can do research about prior work history in the public domain and ask questions regarding the history. BOS will request MRI to conduct the selection by offering a condition of employment to the candidate once a choice has been made. Background check done after candidate is selected. Takes up to two weeks to complete. Contract negotiations – existing contract with TM can be used as well, or hybrid contract, anything can be for negotiation.

Mr. Berry – where in the process does public input come in. Ms. Adachi stated Monday due to the time constraints.

Franny Osman – where are questions where committees sent in,

Allan Nitschelm – are the documents be made public, Ms. Adachi stated yes by the next morning.

Doesn't feel this is a good process. Thinks that the public should be given 30 minutes during the interview process. Thinks time is not a reason to not allow public input and think that the Saturday meeting should allow public input and each candidate be given 1.5 hours. Ms. Adachi explained that the interviews are for the BOS benefit and it is the most efficient. There is time for public comment and questions on Monday. Feels the TMSC represent many different part of the community.

Mr. Berry feels that he does not have enough time to do research on the candidates. But does feel that it is important to see how the candidates respond to questions from the public. Ms. Green stated that the reason this was done the way it was is because all the candidates are also going through Town Meetings as well, and the pool is limited.

Ms. Adachi told everybody to save dates because meeting was going to happen right after Town Meeting and to keep schedules open.

Alan Nitschelm – mentioned that BOS did site visits where the candidates and had more interactions at the last Town Manager search. Feels that there should be public interaction and understands it is a different time. Just doesn't feel there is enough time. Hope to hire another Steve Ledoux, but if it doesn't work out feels that this process will be the reason why.

Nancy Tavernier – reassure Board that it is not as bad as you think – you will find a degree of comfort for the candidates with their backgrounds and essay questions.

Mike Gowing – timing of this is necessary since the job opportunities are tapping the same pool of candidates. It's not about the money or the circumstance. Suggests that people could watch it and send email questions.

Charlie Kadlek – it is compressed frame. The people recommended know that they were selected as finalists for some time now. Think of a way for people that come up with questions to be able to have them answered and also to eliminate any incorrect information.

Ms. Green – do you mean emailing the Board –Mr. Kadlek mentioned however you (the Board) would handle it. Ms. Adachi mentioned a Q+A. Possibly have one member supply answers.

Franny Osman – wanted to know if committees were asked to submit questions. Ms. Clifford asked all committees to send representative to the TMSC meetings for questions. Ms. Osman noted that the current Town Manager is the ADA Coordinator – COD has particular interest to make sure that the COD works well with him or her (next Town Manager).

Bob Mercier – process is different in town manager search than school superintendent. They do engage the public back and forth. Has not seen that process in the search Town Manager/Administrators. Mentioned that the TMSC is the public and did the search work.

Allan – still curious why this process is not as was used 10 years ago. Schools have a huge selection process. Questions if the BOS value community input. Thinks the BOS should be allow time for the public input.

Franny Osman – have the TMSC met the candidates – Ms. Clifford stated that each 8 candidates had a 1 hour interview with the TMSC.

Allen Nitschelm – asked if the Board members meeting one on one with a committee member to ask about each candidate other than what is submitted in writing.

Ms. Tavernier – wanted to reiterate that everything the TMSC knows about the candidates come from their cover letter, there resume, their essay questions, and their interview.

Bob Mercier – has schedule for interviews and packets of candidates. Enjoyed process, really like the candidates, they did their homework on Acton.

Ms. Green moved to adjourn, Ms. Gardner seconds. All Ayes. Meeting adjourned at 8:30 PM.

#### **Consent Agenda**

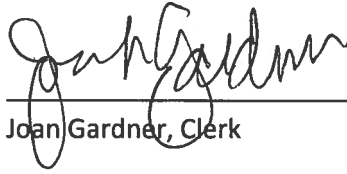
None

Respectfully Submitted,



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Lisa Tomyl, Recording Secretary



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Joan Gardner, Clerk