

Town Administrator Search Committee (TASC)

Meeting Minutes for September 25, 2018

Location: Town Hall, Conference Room B

Present: Ken Kalinowski, Chief David Scott, Debra Spratt, Jason Russell, Lisa Ferolito, Deborah Fountain, and Caroline Adhab

The meeting was called to order at 5:30 PM. K. Kalinowski announced that the meeting was not being recorded or broadcast due to Executive Session.

1. Executive Session: K. Kalinowski read below MGL excerpt to explain why the Committee would be in Executive Session.
MGL Chapter 30A, Sec 21(a)(8) To consider or interview applicants for employment or appointment by a preliminary screening committee if the chair declares that an open meeting will have a detrimental effect in obtaining qualified applicants; provided, however, that this clause shall not apply to any meeting, including meetings of a preliminary screening committee, to consider and interview applicants who have passed a prior preliminary screening.

There was a motion made and seconded to go into Executive Session, with roll call vote as follows:

Ken Kalinowski	Yea
Chief David Scott	Yea
Debra Spratt	Yea
Jason Russell	Yea
Lisa Ferolito	Yea
Caroline Adhab	Yea
Deb Fountain	Yea

The Committee then went into Executive Session.

2. Discussion of Research on Candidates: The Committee discussed independent research conducted by some members. This research included watching online meetings or interviews in which the candidates had participated, internet searches and discussions with known associates.
3. Final Interviews: Lisa Ferolito stated that the Board of Selectmen established two days for their interviews of candidates, October 3rd and 4th at 6 PM. Interviews and deliberations will be held in public sessions.
4. Selection of Candidates: The Committee agreed that they would consider sending forward the names of four of the five candidates interviewed. Further discussion ensued which eliminated one more candidate. A motion was made and seconded to vote on which candidate names to send to the Board of Selectmen. There was then an individual vote for each of the three candidates. Voting results were:

	Denise Dembkoski	Andrew Scribner-MacLean	Dori Vecchio
Ken Kalinowski	Yea	Yea	Yea
Chief David Scott	Yea	Yea	Yea
Debra Spratt	Yea	Yea	Yea
Jason Russell	Yea	Yea	Yea
Lisa Ferolito	No	Yea	Yea
Caroline Adhab	Yea	Yea	Yea
Deb Fountain	Yea	Yea	Yea

5. Return to Open Session: Lisa Ferolito made a motion to return to an open session to announce the slate of candidates selected for interview by the Board of Selectmen. There was a roll call vote to return to open session as follows.

Ken Kalinowski	Yea
Chief David Scott	Yea
Debra Spratt	Yea
Jason Russell	Yea
Lisa Ferolito	Yea
Deb Fountain	Yea

The meeting returned to open session at 6:36 PM.

6. Caroline Adhab made a motion that the Committee recommends the following slate of candidates to the Board of Selectmen for interviews.
- a. Denise Dembkoski
 - b. Andrew Scribner-MacLean
 - c. Dori Vecchio

Jason Russell seconded the motion, and there was unanimous approval of the above candidate slate.

7. Chairman Ken Kalinowski thanked the Committee for their work during this process and encouraged all to attend the final interviews if possible. He will send the names forward via letter to John Moak, Interim Town Administrator. He added that the Committee will be formally disbanded by the Board of Selectmen sometime after candidate selection. There being no further business, Lisa Ferolito made a motion to adjourn, which was seconded by Caroline Adhab, and approved unanimously.