

Select Board's minutes of Work Session with the Town Administrator Search Committee on August 23, 2021

Members Present: George Riley, Alex Bowman, Joanne Olson, Barbara Cormier, Rita Kasky

Called to order at 6:10pm

Remote participation information provided to the public.

1. Review and discuss candidates for Town Administrator position.

The committee has received a total of eleven applications for Town Administrator, only one of which is confidential. Barbara has contacted all applicants personally, except for two which have been unreachable thus far. Emails have also been sent to all applicants. A formal interview has not been conducted yet with any of the applicants.

Michael Lapinski, a Northampton resident, is favored by the committee. He agrees to the starting salary and is willing to relocate. Alex and George review Michael's resume.

William DiLibero, originally from Massachusetts is also favored. Barbara says he seems very knowledgeable. George points out that the applicant's resume reads he has retired from municipal work, but now would like to return. His contract with his current employer ends in October.

Kevin Flynn has done extensive research on Sandisfield thus far, and is knowledgeable about the current issues the town faces. He is willing to relocate.

Christopher Valentino was noted to be very pleasant, willing to relocate, and knowledgeable about town happenings. Told Barbara he works well with the public and is very patient.

These applicants were the committee's top choices for the position. A few applicants that were unreachable are still being considered. There were a number of applicants that the committee ruled out, but reminds the Select Board it's up to them to officially not consider them. George states that he trusts the committee's judgement to screen the applicants. Alex looks over the resumes briefly and agrees with ruling them out.

2. Determine the next steps in the search process

Joanne suggests the committee conduct another short Zoom interview with their top applicants.

George explains in the past, the committee would conduct phone interviews with the top three or four applicants, then determine the best two or three candidates and conduct an in-person interview.

Committee reminds George that some of the applicants are out of state, so some might need to conduct a final interview over Zoom.

Committee mentions one of the applicants, Laura might be better suited for the Treasurer position, rather than Town Administrator.

Alex requested the board screen the applicants down to three for the Select Board to then interview. The committee agrees with this. George would like to put emphasis on applicant's knowledge of Mass General Law and supervisory experience. Alex emphasizes municipal experience as well.

Joanne states the committee will call all the applicants within the next week, choose the three best candidates, and ask who can come for an in-person interview within the following two weeks.

Committee makes a point that some applicants might take a few weeks before they can begin. George states he would be willing to wait for the right applicant to fill the position.

Carl Nett suggests Barbara make sure the applicants aren't making assumptions about relocation allowance. Carl also would like to make sure the applicants are willing to make tough decisions and prepared for some push-back in some situations. Suggests asking the applicants how they handle conflict.

Meeting adjourned at 6:36pm

George Riley

Alex Bowman