

Town Administrator Search Committee (TASC)

Richmond Town Hall, 1529 State Road

Monday May 20

Minutes

This meeting went into Executive Session

Present: Bill Martin, John Mason, Peter Cohen, Jennifer Morse, Polly Mann, Dewey Wyatt, Claudia Ryan

Absent: None

Guest: Neal Pilson (Selectman)

1. Dewey Wyatt called the meeting to order at 6:00 PM.

It was stated that this meeting was being recorded and the audience was informed that if anyone else was recording the meeting they had to inform the meeting.

1a. The members and guest all introduced themselves.

2. A short discussion of who should chair the committee took place. Bill Martin said he would take the responsibility for chairing the committee. Dewey Wyatt said he couldn't since he was going to be away. Dewey Wyatt made the motion to elect Bill Martin chair, it was seconded by John Mason and passed unanimously. Claudia Ryan stated she would be recording secretary.

2a. Neal Pilson requested time to speak to the committee prior to going into executive session. He handed out a sheet of Suggested Discussion Points with TA applicants for the committee to consider when reading over the applicants resumes and when conducting interviews. He went over the points on the list. There was a short discussion about the different points. He also mentioned that there were soft skills that are very important for a TA to have and these are the skills that deal with staff management and abilities to communicate and relate to town residents. Neal Pilson informed the group that he served on the prior TA search committee. Peter Cohen asked what experience Mark Pruhenski, he was informed by Neal Pilson that he had 10 years of working for the Town of Great Barrington as their health agent and 3 years as TA for the Town of Whatley MA.

Bill Martin asked Neal Pilson about an interim TA and Neal Pilson informed the committee that Bob Markham was to be hired and that however long it took for

Richmond to hire a new TA he would be available. This is now what he does after retiring from being a Town Manager for many years. The idea of a joint TA for the two towns of Richmond and West Stockbridge was discussed and the conclusion was that finding the best candidate for Richmond was the priority job of the committee.

Neal Pilson left the meeting at the end of this discussion.

3. At 6:30 Claudia Ryan made a motion to go into executive session and not return to public session, it was seconded by Dewey Wyatt and roll call vote was taken, it was unanimous.

3a. Bill Martin suggested that he run the meeting in the manner that he does town meeting. He will state the names of each of the applicants and ask if the group says yes or no to that person and if there is a discussion about any one applicant as to yes or no that application will be put to the side for further discussion. He read off the names and the committee narrowed the field down to a possible 9 applicants. The committee then went over the 9 resumes to for further elimination of applicants. The committee decided on the 5 applicants who should be contacted and asked to come to Richmond for interviews. It was decided that all applicants would have to appear in person for their interviews we were not going to do any video interviews, all applicants were within a 1.5-hour drive from Richmond.

The 5 applicants who were chosen for interviews are:

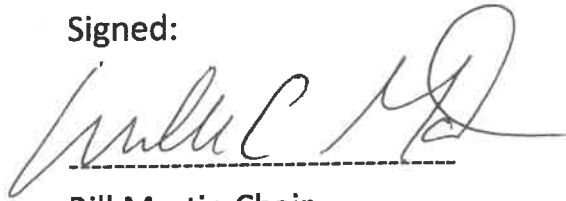
1. Daniello Fillio
2. Fred F. Ventresco
3. Angeline Lopes Ellison
4. Rebecca Stone
5. Laura Bertram

Bill Martin said he would contact the applicants about their appearing before the committee for interviews. Claudia Ryan will send out letters to the applicants who were not chosen for interviews. The committee chose Monday June 3 for 3

interviews and Tuesday June 4 for the remaining 2. The committee would the meet on Wednesday June for discussion of the interviews.

Claudia Ryan made a motion to adjourn the meeting at 7:10Pm, it was seconded By John Mason and passed unanimously.

Signed:

A handwritten signature in cursive script, appearing to read "Bill Martin", is written over a horizontal dashed line.

Bill Martin Chair

