

**Town of Sturbridge**

**Town Administrator Search Committee Minutes**

**November 1, 2018**

**CITIZEN'S FORUM**

Present: M. Dowling, B. Haggerty, E. Gaspar, J. Waddick

Absent: T. Ford

Others present: B. Lynch, S. Flaherty, Community Paradigm Associates, LLC

B. Haggerty called the meeting to order at 7:00 p.m.

B. Haggerty began the meeting by providing a brief overview of the Town Administrator Search Committee and its charge under the Charter.

B. Lynch provided an introduction of his firm and its role in helping the Search Committee recruit candidates for the vacant town administrator position. He described the current market as "extremely difficult" for towns as there are many vacancies, but not as many qualified town administrators searching for new positions. He stressed that the input of town residents is instrumental in helping him secure the right candidates for the position. The meeting was then opened to the public.

Chase Kaitbenski, a member of the Sturbridge Board of Selectmen, and resident of the town, stated that he had two main points. The first is that he would like to see a town administrator be "aggressive" and "go into Boston to fight for us" in terms of obtaining state funding for a number of needs in our town, including the roads/traffic and athletic fields. He described the traffic on Route 20 as being problematic and in need of a solution whether it be a roundabout or otherwise. The second point is that he would like to see a town administrator that is "caring and helpful to residents." He wants a town administrator who will listen to residents and not simply assign their concerns to a department head.

Kathy Neal, Chair of the Finance Committee, and resident of the town, began by saying that she has been a resident of the town for many years. She stated that the traffic in town is "just awful" particularly in the summertime, including along Route 20, Old Route 15, and Farquhar Road. She also would like the new town administrator to focus upon long term capital planning. She also described the ideal candidate as being the "face of the community" and someone who would go into Boston and "fight for us." She wanted the candidate to be "energetic" and "very involved" in the community and the events that we hold.

Ashley Griffin, the new Facilities Manager for the town, asserted that town staff is working very hard on a number of current projects, and she wanted the new town administrator to enhance what they have already accomplished and "not just start over." She stressed that someone with

technical knowledge is important, particularly in the area of social media, as well as someone who will “engage all ages.”

Michael Suprenant, a member of the Board of Selectmen, and resident of the town, stated that he recently attended a MassDOT conference on transportation. He stated that there is a need for public transportation in our town as the WRTA does not come here. He wanted someone who would continue to fulfill the goals set forth by the BOS and to set up a matrix to measure his/her progress on a regular basis. He stated that the former town administrator was very good at putting the BOS’s policies and regulations in writing and wanted the new town administrator to also have this skill and be well organized. He stated that the town needs traffic rules and regulations.

Priscilla Gimás, Vice-Chair of the Board of Selectmen, and resident of the town, stated that she acknowledged that the new town administrator may not stay a long time and may view the position as a “stepping stone.” She stated that she was “okay” with that, but did not want to see a new town administrator begin a big project and then leave without seeing it through to completion or near completion. She stated that there are a number of big projects brewing, including the possibility of a new Senior Center, possible renovations at the DPW and Public Safety Complex. She also stated that the water pipes in town are old. She stated that the new town administrator must be capable of prioritizing, given limited resources, and knowing what is good for the community at large.

B. Lynch thanked those who participated and provided an email for those residents who wished to provide input via e-mail. The e-mail is: [citizeninput18@gmail.com](mailto:citizeninput18@gmail.com). B. Lynch requested a copy of the most recent goals and objectives for the former town administrator and commended the Board of Selectmen for having such a document. M. Dowling stated that she would send along a copy. He stated that the timeline was to interview candidates on December 17 and 18 and to provide three finalists to the BOS in January.

**Motion: To Adjourn**

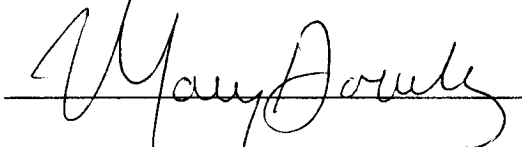
**By: J. Waddick**

**2<sup>nd</sup>: E. Gaspar**

**Vote: 4-0.**

The Committee adjourned at approximately 7:33 p.m.

Minutes prepared by Clerk, M. Dowling.

 DATED Nov 8 '18  
Clerk, Mary Dowling