

# HAMILTON BOARD OF SELECTMEN

## MINUTES OF MEETING

August 2, 2018

Members Present: Scott Maddern, Jeffrey Hubbard, Allison Jenkins, William Olson, and Chair Shawn Farrell (participating remotely via conference call)

Members Absent: None

Interim Town Manager: Not present

Scott Maddern called the Board of Selectmen (BOS) meeting to order at 6:32 p.m. with a quorum present. He said Chair Shawn Farrell was participating remotely due to geographical separation and would be participating in the votes.

He thanked Town Hall employees for the clean-up day today.

He announced Bernie Lynch, principal of Community Paradigm Associates, LLC, was present at the meeting and that Chief Russ Stevens, who was highly instrumental to the process, could not make it, but was available for them to call if needed. He thanked the Screening Committee for their work.

### **Interview Follow-Up and Town Manager Selection**

Mr. Maddern asked if it were possible to narrow down the choice from three candidates to two. He suggested each Selectman state his/her top two candidates.

Allison Jenkins interjected she would like Mr. Lynch to please explain what had occurred up to this point (for the benefit of the residents watching).

Mr. Lynch explained his company had drawn up a Town Manager position profile using the information gathered from the Town. Active recruiting and advertising of the position took place and 32 applications were submitted. All 32 were presented to the Screening Committee via email. The candidates were then sorted into three categories—those extremely qualified, those who were possibilities (which included out-of-the-box candidates), and those not qualified. He sat down with the Search Committee and they

focused in on selecting six individuals. They spent about an hour to an hour and a half interviewing each of the six candidates, and narrowed those down to three. Then did a reference and background (CORI) check on the three. The BOS then interviewed the three candidates on Monday, July 30.

Mr. Maddern asked if they might each state their top two choices, going in order of seniority on the board, starting with Jeff Hubbard.

Mr. Hubbard chose Christine Lindberg and Joe Domelowicz.

Mr. Maddern chose Ron San Angelo and Mr. Domelowicz.

Ms. Jenkins chose Ms. Lindberg and Mr. Domelowicz.

Mr. Olson chose Mr. San Angelo and Mr. Domelowicz.

Mr. Farrell chose Mr. San Angelo and Mr. Domelowicz.

Mr. Farrell stressed if they felt none were the right fit, they needed to say so.

The BOS discussed that Mr. Domelowicz was the one candidate they all agreed on.

They discussed some of the trade-offs between Ms. Lindberg and Mr. San Angelo. Both Mr. Hubbard and Ms. Jenkins liked the qualifications of Ms. Lindberg over Mr. San Angelo, while Mr. Maddern, Mr. Olson, and Mr. Farrell preferred Mr. San Angelo over Ms. Lindberg.

While Mr. Farrell said he was impressed by all three, he said he thought Mr. San Angelo was more "turn-key, move-in ready" due to his extensive background. He expressed some concern about Ms. Lindberg going from being a peer of some on the staff to being their supervisor, which he said can be difficult.

The BOS discussed if anyone wanted to change his/her opinion. They discussed some of the feedback received from department heads.

Mr. Farrell noted everyone on the BOS had picked Mr. Domelowicz, but they all voiced that they could work with any of the three candidates.

Mr. Maddern recommended they choose the candidate they had all chosen: Mr. Domelowicz. Mr. Hubbard commented Mr. Domelowicz had an extensive background and he liked his resume, references, and talked about how innovative he was in outsourcing projects. He noted Mr. Domelowicz has experience with regionalization and gets along well with people.

Mr. Maddern said Mr. Domelowicz stood out and mentioned his expressed interest in public service. In the financial areas, he talked about balanced budget, forecasting conservatively, both projecting out and looking back. He talked about regular evaluations

and goals with employees. He was an effective communicator and often did that through the use of telling a story, such as a story he told about an employee with a family crisis who needed time off.

Ms. Jenkins said while she also liked Mr. Domelowicz, she was hesitant because he has been the Assistant Town Manager in Winthrop and hadn't been asked to be the Interim Town Manager or been bumped up to Town Manager. She reached out to Winthrop officials and didn't get return calls or emails.

Mr. Olson pointed out Mr. Domelowicz's references said they enjoyed working with him. Mr. Farrell said he interviewed well. He liked that he had a Town Manager blog. He liked a number of things he'd said in the interview.

Mr. Maddern said he had tried to gain some insight about why the town of Winthrop hadn't moved Mr. Domelowicz up and thought the town had been through a set of transitions and wanted to make a clean break.

**Decision:**

Mr. Olson made a motion to recommend Mr. Domelowicz for the position of Hamilton's next Town Manager. Mr. Hubbard seconded the motion. The BOS voted (4-1) to recommend Mr. Domelowicz. A roll call vote was taken with ayes from four of the five Selectmen.

**Further Discussion:**

Mr. Farrell said best practice was to choose two Selectmen to work with Mr. Lynch and be part of the contract team, then they will arrange an Executive Session. His preference for the role was Ms. Jenkins, who did the research with Former Town Manager Michael Lombardo's contract and Mr. Olson, who has much experience in hiring and handling contracts.

Mr. Olson asked Mr. Lynch for comments. Mr. Lynch said he would suggest the BOS make it a unanimous vote to send the message that the BOS is behind the Town Manager.

Ms. Jenkins said she is happy to work with Mr. Domelowicz and support the majority vote of the board.

**Decision:**

Ms. Jenkins made a motion to nominate Mr. Domelowicz as Town Manager. Mr. Olson seconded the motion. The BOS voted unanimously (5-0) to approve the motion.

**Further Discussion**



Ms. Jenkins asked if they will have an Executive Session on Monday to discuss the Town Manager contract. If it is not on the agenda, they may not be able to have the discussion, or perhaps they can amend the agenda to keep things moving forward. That needs to be determined.

Mr. Olson noted he will be participating in the Pan Mass Challenge this weekend (charity bike ride for Dana-Farber Cancer Institute). He asked that the public support the riders.

**Adjournment**

Mr. Olson made a motion to adjourn the meeting at 7:23 p.m. Mr. Hubbard seconded the motion. The BOS voted unanimously (5-0) to adjourn the meeting.

Prepared by:

Mary Alice Cookson / 8/28/18  
Mary Alice Cookson Date  
Minutes Secretary

Attest:

William Olson / 9/14/18  
William Olson Date  
Board of Selectmen Clerk