

Town Administrator Search Committee (TASC)
Richmond Town Hall, 1529 State Road
Monday May 27
Minutes
This meeting went into Executive Session

Present: Bill Martin -Chair, John Mason, Peter Cohen, Jennifer Morse, Polly Mann, Claudia Ryan-recording secretary

Absent: Dewey Wyatt

1. Bill Martin-Chair called the meeting to order at 6:00PM.

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

2. John Mason made the motion at 6:05 to go into executive session, it was seconded by Peter Cohen and a roll call vote was taken and it was unanimous.

Bill Martin, Chair, said that he had emailed all 5 candidates but had heard back from only 3 of them, Angeline Ellison, Fred Ventresco and Danielle Fillio. He did not hear back from Laura Bertram or Rebecca Stone.

Bill Martin had sent to all members another resume from Carl McKinney, the town Administrator from Clarksburg who had just quit his position there. The resume was sent to Mark Pruhenski and he forwarded it to the Chair. There was a small discussion about whether to add him to the interview list. Peter Cohen made the motion that he should be added to the list it was seconded by Polly Mann and passed unanimously. There was a short discussion about if a combined administrator with Richmond and West Stockbridge was still under consideration. It was noted that they have already hired their new administrator so a combined administrator was no longer a viable option.

Peter Cohen passed around a few question suggestions that he had and John Mason also passed around a very complete sheet of possible questions for the applicants.

Bill Martin reported that he had received several letters of recommendation for Fred Ventresco but that they were dated 2006 and no new ones had been submitted at the time of this meeting. He also received recommendation letters

for Danielle Fillio, which were very good and recent. He would forward them on to us.

It was suggested that Bill Martin call the two candidates that had not responded to his email. He did call them and left a voice mail message for Rebecca Stone and Laura Bertram answered his call. He spoke with Laura Bertram and she is still interested in the position, she said maybe the email went to spam folder. She was assigned Monday June 3 at 7PM for her interview. Bill Martin called Carl McKinney and said that upon reviewing his resume the committee would like to interview him and his time was scheduled for Monday June 3 at 5PM.

Claudia Ryan mentioned that we needed to approve the minutes from the May 20th meeting. John Mason made a motion to approve the minutes, it was seconded by Polly Mann and passed unanimously.

Bill Martin made a motion to adjourn at 6:40 PM it was seconded by Peter Cohen and passed unanimously by roll call vote.

Signed:

A handwritten signature in black ink, appearing to read "Bill Martin", written over a horizontal dashed line.

Bill Martin- Chair