

Members Present: Wayne R. Walker, Heather M. Billings, James A. DeLisle

Others Present: Bernie Lynch, Community Paradigm Associates; Thomas Guerino, Bryan LeBlanc, Matthew Selby, finalists

CALL TO ORDER

W. Walker called the meeting to order at 5:30 p.m. in room 205 of the Town Hall.

INTERVIEW FINALISTS FOR TOWN ADMINISTRATOR POSITION

The Board interviewed the following finalists for the position of Town Administrator, taking turns asking a series of questions pertinent to the function of the job of Town Administrator.

Thomas Guerino – Mr. Guerino is completing a 14+ year stint as only the 2nd Town Administrator in the Town of Bourne, Massachusetts. Bourne was the last Massachusetts community to utilize a full-time working Board of Selectmen. Tom identifies a number of achievements within his resume, but notably Bourne operates a large regional landfill so he is well versed in the issues solid waste facilities, which could prove helpful as Westminster faces future issues with its landfill property. He has been involved in all aspects of day-to-day operations, economic development, human resources and financial management in a very large and complex municipal operation in a geographically large town, with a multitude of issues related to tourism, sewers, transportation, development and interaction with state and federal agencies and facilities. Prior to becoming a municipal manager, Tom worked on rural small-town issues as Executive Director of the Massachusetts Rural Development Council. He holds a BA from the University of Southern Maine. Board members took turns asking prepared questions of each of the following candidates, covering the pertinent areas of the functions of the Town Administrator

Bryan Le Blanc - Mr. LeBlanc is currently in his third year as the Chief Procurement Officer (CPO) for the Town of Natick where he oversees all procurement and manages all related records and materials for the Town. In his capacity as CPO, Bryan works closely with all departments of the Town and is part of the administrative support staff of the Town Administrator. He assumed the CPO position after a nearly 15-year stint as an attorney with Murphy, Hesse, Toomey and Lehane, a Massachusetts law firm specializing in municipal law. Bryan worked on a variety of municipal related matters including, procurement and contracting, labor and employment, Chapter 40B, and general practice. He holds a JD from Cornell Law School and an AB from Holy Cross. He is MCPPO certified.

Matthew Selby – Mr. Selby is currently the Land Use and Economic Development Director for the Town of Acton. In this capacity, Matt oversees approximately 25 employees with a portfolio that includes Planning, Building, Health, Natural Resources, and Recreation. He is the first person to hold this position and created the structure and processes of the new municipal organization. He is actively involved in all economic development initiatives within the Town. In his capacity of Director, he is part of the Town's senior management team and involved with all aspects of municipal operations including finance and budget, human resources, procurement, project management, and grant writing. Matt held similar, or related, positions within the Town of Ashland after a roughly 10-year career in public relations and communications. Additionally, Matt was recently appointed to the Finance Committee in Ayer, where he currently resides. Matt is pursuing an MPA from the University of Colorado in Denver and holds an MS in Resource Management from Antioch University New England, and a BA in English from St. John's University in Minnesota. He did complete the MMA/Suffolk University Graduate Certificate in Local Government Leadership, which is focused upon building the next generation of municipal managers.

ADJOURNMENT

The meeting was adjourned at 8:40 p.m.

James A. DeLisle, Clerk

(Prepared by S. Lahtinen)