

**SELECT BOARD
INTERVIEW SUBCOMMITTEE
MEETING MINUTES – May 2, 2023**

5:25 p.m. - Introduction to Remote Meeting

Select Board Member Wixted read the current remote meeting notice and confirmed the following Select Board members who were present could hear and be heard.

Select Board Member Julianne Hirsh
Select Board Member Kristen Wixted
Select Board Member Jason Perreault
(for acceptance of February 28, 2023 Meeting Minutes only)

Any votes taken this evening will be by roll call.

ACCEPTANCE OF MEETING MINUTES – February 28, 2023

Select Board Member Hirsh moved the Interview Subcommittee vote to accept the meeting minutes of the February 28, 2023 meeting; Select Board Member Perreault seconded the motion; the roll call vote was taken as follows:

Hirsh	“aye”
Perreault	“aye”

Select Board Member Perreault exited the meeting.

INTERVIEWS FOR THE TOWN ADMINISTRATOR (TA) SCREENING COMMITTEE

Remotely present:

Select Board Member Julianne Hirsh
Select Board Member Kristen Wixted
David Durgin – for his interview only
Aaron Hutchins – for his interview only
Scott Stocklin – for his interview only
Mariam Ibrahim – for her interview only

During each interview, applicants were told that following tonight’s interviews, the Interview Subcommittee will vote on their recommendation for appointments for the Select Board’s consideration at their meeting on May 8, 2023.

David Durgin

Chief Durgin indicated that he is interested in helping to select a sound Town Administrator with the required skill set to act as the Select Board’s agent. He is very familiar with the Town Charter and the complex responsibilities of the Town Administrator. He has fifty years of experience in both municipal and state government, including his 17 years of service as Northborough’s Fire Chief from 1998 – 2015. He has worked with several Town Administrator’s, including two in Northborough. As Fire Chief, he also has experience in conducting assessment centers and oral interviews for the Fire Department and has helped

other communities with their selection process as well. He does not have any potential conflicts with the selection process and is available to attend all of the meetings.

Aaron Hutchins

Mr. Hutchins is a former Select Board member and wants to ensure that the next Town Administrator can continue the Town's award winning track record of fiscal responsibility. His father was the Northborough Police Chief for 23 years and he feels that it is important that the Town Administrator has a good working relationship with the Police Chief and the Fire Chief. He participated as a volunteer on Search Committees for the local schools and is familiar with the process. He does not have any potential conflicts with the selection process and is available to attend all of the meetings.

Scott Stocklin

Mr. Stocklin indicated that as a long-term resident, he is interested in how the Town Administrator can have an impact on many facets of the Town. He is familiar with the opportunities and challenges facing the Town, including the downtown revitalization project, the new Fire Station and the preservation of White Cliffs. He has a good understanding of the responsibilities of a Town Administrator. He is the Director of Strategic Relationships with Charles Schwab and has experience serving on an interview committee for the company. He does not have any potential conflicts with the selection process and is available to attend all of the meetings.

Mariam Ibrahim

Ms. Ibrahim indicated that as Chair of the Diversity, Equity, Inclusion and Belonging (DEIB) Committee she believes it is important to bring a perspective from the DEIB Committee in regard to its discussion on what to look for in a new Town Administrator. She has volunteer experience in the Muslim community and is an advocate for social justice. She has participated in campaigns for public office and is very involved and knowledgeable of the various Boards and Committees in Town. She would also be able to bring a unique perspective from the younger generation in selecting the next Town Administrator. She does not have any potential conflicts with the selection process and is available to attend all of the meetings.

RECOMMENDATIONS FOR APPOINTMENT

Following a brief discussion of each of the candidates ability and interest to serve on the TA Screening Committee, Select Board Members Hirsh and Wixted made the following recommendations for appointment.

Select Board Member Hirsh moved the Interview Subcommittee vote to recommend David Durgin for appointment to the Town Administrator Screening Committee at the May 8, 2023 Select Board Meeting; Select Board Member Wixted seconded the motion; the roll call vote was taken as follows:

Hirsh	“aye:
Wixted	“aye”

Select Board Member Hirsh moved the Interview Subcommittee vote to recommend Scott Stocklin for appointment to the Town Administrator Screening Committee at the May 8, 2023 Select Board Meeting; Select Board Member Wixted seconded the motion; the roll call vote was taken as follows:

Hirsh “aye:
Wixted “aye”

Select Board Member Hirsh moved the Interview Subcommittee vote to recommend Mariam Ibrahim for appointment to the Town Administrator Screening Committee at the May 8, 2023 Select Board Meeting; Select Board Member Wixted seconded the motion; the roll call vote was taken as follows:

Hirsh “aye:
Wixted “aye”

ACCEPTANCE OF MEETING MINUTES – December 13, 2022

Select Board Member Hirsh moved the Interview Subcommittee vote to accept the meeting minutes of the December 13, 2022 meeting; Select Board Member Wixted seconded the motion; the roll call vote was taken as follows:

Hirsh “aye”
Wixted “aye”

ADJOURNMENT

Select Board Member Hirsh moved the Interview Subcommittee vote to adjourn; Select Board Member Wixted seconded the motion; the roll call vote was taken as follows:

Hirsh “aye”
Wixted “aye”

Meeting adjourned at 6:15 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. May 2, 2023 Meeting Agenda
2. December 13, 2022 Meeting Minutes
3. February 28, 2023 Meeting Minutes
4. Applications to the TA Screening Committee