

IPSWICH SELECT BOARD
Meeting of Thursday August, 18, 2022

Pursuant to Open Meeting Law M.G.L. Chapter 30A, §§ 18-25, written notice posted by the Town Clerk and delivered to all Board members, a meeting of the Select Board was held on Thursday, August 18, 2022, at 7:00 PM in Meeting Room C.

Board Members present: William Whitmore, Chair; Sarah Player, Vice Chair; Linda Alexson; Dr. Tammy Jones; Kerry Mackin

Also present: Mary Gallivan, Interim Town Manager; Ashley Boudreau, Recording Secretary.

Bernard Lynch, Community Paradigm Associates, attended remotely via Zoom.

Mr. Whitmore called the meeting to order at 7:00 PM.

Welcome/Announcements

Discussion and update from Screening Committee.

Community Paradigm Town Manager Screening Process/Report

Bernie Lynch of Community Paradigm Associates helped lead the Town Manager search.

The process began mid May 2022. The position was posted June 7, 2022 with a deadline of July 5, 2022. 8 semi-finalists were chosen for interview and were interviewed on August 3, 2022 and August 4, 2022.

3 finalists were chosen on August 4, 2022. The presentation of finalists to the Select Board was held on August 18, 2022 along with Finalist Reports found below. Background checks were conducted and consisted of CORI, Employment history verification and interviews of 4-5 references.

Many factors were taken into consideration during the screening process, including:

Advertising:

- Organizations that have a reputation of being most successful
- Massachusetts Municipal Association
- International City and County Management Association
- National Forum for Black Public Administrators - Boston Chapter
- Women Leading Government
- Engaging local Government leaders

Recruitment efforts:

- Distributed position announcement to community Paradigm database
- MMMA members
- Interested individuals
- Candidates from previous searches

- Direct outreach to identified potential candidates
- **Interview topics overview:**
- Career overview and interest in Ipswich
- Interest in Municipal Management
- Leadership and management style
- Communication and collaboration
- Strategic planning
- Financial management experience and philosophy
- Capital project management experience
- Land use and community development
- Sustainability and climate issues
- Personnel management and collective bargaining
- Diversity equity and inclusion
- Citizen relations and Government Transparency
- External Relationships
- Relationship with the Select Board
- Self-Awareness and personal growth questions

Finalist 1 - Stephen Crane

Education:

- Master's degree from George Washington University
- B.A. in Political Science and Spanish, Syracuse University

Employment History:

- Town of Wayland
Interim Town Manager 1/22-Present
- Town of Concord
Town Manager 08/19-01/22
- Town of Longmeadow
Town Manager 04/13-08/19

Finalist 2 - Joseph Domelowicz

Education:

- Master of Science Public Affairs at University of Massachusetts Boston
- B.A. English State, University of New York at Buffalo

Employment History:

- Town of Hamilton
Town Manager 9/18-present
- Town of Winthrop
Assistant Town Manager 09/12-8/18
- URS Corp
Energy Assurance Analyst/Project Coordinator 07/11-09/12

Finalist 3 - William Scott

Education:

- Grad coursework in Architecture, University of Massachusetts Amherst
- B.S. Environmental Design, University of Massachusetts Amherst
- A.S. Stockbridge School, University of Massachusetts Amherst

Employment History:

- Town of Yarmouth
Assistant Town Administrator 08/21-Present
- Town of Salem, NH
Assistant Town Manager 11/19-8/21
- City of Amesbury
Director of Community and Economic Development 2014-2020

Next Steps:

The next steps are the finalist selection forum and meet and greet with candidates. The meet and greet will be a great opportunity for citizens to meet, ask questions and learn more about the candidates.

Mr. Whitmore reminds that it is important to note that the meet and greet is a separate meeting from the Select Board interview. The finalist interviews will be taped by ICAM but not broadcast live, but the public is encouraged and welcome to join the Select Board meeting.

Dr. Jones inquires about how the feedback from surveys will be gathered and distributed for the meet and greet.

Mr. Lynch states that two forms will be available. A tangible, paper form will be available at the meet and greet on August 23, 2022 and August 24, 2022. A Google Docs link will also be provided by Monday August, 22, 2022. The link will close Thursday 08/25/2022 and be summarized for consideration by the end of the week.

Any questions or concerns regarding the survey please email selectboard@ipswichma.gov

All documents that were presented are public and will be posted on the town website for citizens to review.

Ms. Player asks what the format of the interview questions will be. Mr. Lynch responds that he will assist with moderating and facilitating the interviews.

Adjourn

Vote: Ms. Alexson moved to adjourn and Dr. Jones seconded. The motion carried unanimously.

Respectfully submitted by Ashley M. Boudreau 08/19/2022