

Selectmen's Minutes
Town Administrator's Office
2nd Floor, Town Hall, 30 Martin Street

February 6, 2018

Present: Chairman Lisa J. O'Donnell, Selectman David A. Doane, Selectman Andrew C. Spinney, Town Administrator Brendhan Zubricki, Selectmen's Assistant Pamela J. Witham, Interim Town Clerk Dawn Burnham, and Board of Registrars member Vickie Cataldo.

Also Present: Kimberly Clemson, Amy Akell, Marie Giambanco, Amanda Kuhl, Linda Grimes, Pamela Thorne, and Christina Ashley.

The Chairman called the meeting to order at 6:00 p.m. in the Town Administrator's Office on the second floor of the Town Hall at 30 Martin Street and announced that the Board would hear public comment. No one offered any comment.

The Chairman said that the Board would be conducting interviews for the Town Clerk position with seven candidates tonight. Each interview would last approximately 20 minutes and begin with introductions of everyone present. There would follow a brief discussion with each candidate regarding the responsibilities and duties of the Town Clerk's position. The Board, the Town Administrator, the Interim Town Clerk, and Registrar Cataldo would then discuss with each candidate the candidate's reasons for seeking to fill the Town Clerk position, as well as the candidate's past relevant experience and why the Board should award the job to that candidate. The Board also answered questions from the candidates.

Kimberly Clemson joined the Board for the first interview. At 6:20, she left the meeting and the next interview began with Amy Akell, followed by Marie Giambanco at 6:40, Amanda Kuhl at 7:00 p.m., Linda Grimes at 7:20 p.m., Pamela Thorne at 7:40 p.m., and Christina Ashley at 8:00 p.m. Each candidate joined the meeting at the commencement of their interview and left at the conclusion.

After the last interview, those present selected the three candidates that they deemed most suited to fill the position. Mr. Zubricki agreed to ask each of the three finalists (Amy Akell, Linda Grimes, and Pamela Thorne) for references. Following review and discussion of the references, the Board may decide to have a second interview with the finalists.

Dawn Burnham and Vickie Cataldo left the meeting.

In other business, Mr. Zubricki reported that both he and Town Counsel had reviewed Ipswich's shellfishing regulations, which references the types of shellfish that can be harvested. The Essex regulations are very general, and only address the harvesting of clams, sea worms, and eels. Mr. Zubricki, at the request of the Selectmen, suggested an addition to the Town's regulations that would only permit the harvesting of oysters for non-commercial purposes, and Town Counsel

has concurred with this approach. The Board was in favor of making the addition to the regulations and Mr. Zubricki will revise the regulations, based on Town Counsel's suggestions, for review at the next Selectmen's meeting. He will also gather more information regarding size limitations for oyster harvesting.

Mr. Zubricki announced that the employment contracts for the Town Accountant and the Treasurer/Collector would be available to sign at the next Selectmen's meeting.

On another matter, the Board agreed to review the Visual Budget link on the Town's webpage for a discussion at their next meeting regarding whether or not to renew the contract.

The Selectmen were reminded that their next regular Board of Selectmen's meeting will take place on Monday, February 12, 2018, at 6:00 p.m. in the Town Hall Stage Conference Room on the second floor, 30 Martin Street.

At 8:50 p.m., citing the need to discuss the purchase, exchange, lease or value of real property relative to a possible future site for a public safety facility; pursuant to G.L. c. 30A, §21(a)(6), the Chairman entertained a motion to move to Executive Session. She stated that discussing this matter in Open Session would be detrimental to the Town's negotiating strategies and invited the Town Administrator to attend the Executive Session. She said the Board would only be returning to Open Session to adjourn the meeting. The motion was moved and seconded. Following a unanimous Roll Call Vote, the Board, their Assistant, and Mr. Zubricki moved to Executive Session.

The Board, their Assistant, and the Town Administrator returned to Open Session at 9:35 p.m.

A motion was made, seconded, and unanimously voted to adjourn the meeting.

Documents used during this meeting include the following: None.

Prepared by: _____
Pamela J. Witham

Attested by: _____
Andrew C. Spinney