

**TOWN OF GREAT BARRINGTON**  
**SELECTMEN'S MEETING ON MAIN STREET RECONSTRUCTION**  
**MINUTES**  
**October 9, 2012**

**PRESENT:** SEAN STANTON  
DEBORAH PHILLIPS  
STEPHEN C. BANNON  
ALANA CHERNILA  
ANDREW BLECHMAN

**1. CALL TO ORDER**

The meeting came to order at 6:35 p.m. at Town Hall.

**2. MINUTES**

Discussing the minutes of the Sept. 10, 2012, meeting, Mr. Blechman requested the names of the previous and present Carjac liquor license holders be added to the description of that public hearing. Ms. Phillips moved to table action, Mr. Bannon seconded, all voted in favor.

**3. SELECTMEN'S ANNOUNCEMENTS**

Ms. Chernila thanked those who had voiced to her their support for her and the Board's service. She said people shouldn't stay away from town government because of at times negative reactions to important votes.

**4. TOWN MANAGER'S REPORT**

Kevin O'Donnell was at a conference and gave no report.

**5. CITIZEN SPEAK TIME**

No one spoke.

**6. NEW BUSINESS**

B. On a motion by Mr. Blechman, seconded by Ms. Phillips, the board unanimously appointed Olga Milligan as a fulltime member of the Tree Committee.

A. Richard M. Kobayashi, senior associate, Edward J. Collins Jr. Center for Public Management, University of Massachusetts, Boston, gave a presentation on his organization's municipal job search services.

He said the biggest risk, in searching for senior management, is selecting the best person from a mediocre pool of candidates. He offered a handout and said his organization in a first step would determine the town's major challenges in the next three to five years, then identify qualities in a town manager that would best meet those challenges. He said selectmen, department heads and other key individuals would be interviewed to create a profile of the job. Once the Selectmen have accepted the profile, the position would be

advertised through Massachusetts Municipal Association and City Management Association, Internet resources that would be seen nationally by prospective candidates. His organization would reduce resume submissions to the ten or dozen best.

In a second phase, Mr. Kobayashi said he would work with a screening committee to plan and establish an interview program, formulate a style of interview, keying to the criteria in the profile. The screening committee would recommend five individuals to the Selectmen. He would check references and backgrounds and provide further guidance as needed.

Mr. Kobayashi, answering questions from the board, said Internet postings, plus an active networking/solicitation by his organization, would best draw a pool of applicants. He said the screening committee or selectmen could view any resume that comes in. But, he cautioned, a screening committee can work in executive session and protect the identities of applicants — which is critical to many applicants. Once a booklet is presented to the selectmen, the names would become public. The number of applications that comes in is less important than their quality, he said. He said his organization would help the selectmen make their selection, if needed, but 90-95 percent of his work would have been done. Selectmen like to take over, he said, as they are concerned about personalities and management style and how they would work with the new individual.

Mr. Stanton said the Town Charter calls for the appointment of a screening committee and its recommendation of five finalists.

Responding to further questions, Mr. Kobayashi said posting could draw candidates internationally, but the best fit will probably be ones who have a knowledge of the New England town meeting form of governance, as well as education and managerial skills. Mr. Kobayashi said in his quick reading of the charter, the town's requirements of a town manager were modest, but the town manager's leeway was considerable. He said at the interview phase, they should all be face-to-face, and if necessary with travel expenses paid for by the town. There likely would be no more than ten screening committee interviews, following an initial culling.

Mr. Kobayashi said his organization's fee is \$14,000, and could be split into two phases, \$7,000 and, upon request, \$7,000. He said if the board decides to issue an RFP for a town manager search organization, he will not apply. He would, however, submit a non-competitive proposal that could be accepted outside the bidding process.

He said a competitive process is not required to hire his agency, as it is under the AG's of the Commonwealth of Massachusetts. He said his organization works diligently to improve the quality of governance in Massachusetts, and would stay with the town until the task is accomplished. Should he be asked to take on the assignment, he said it would take about 120 days. He said December is generally a loss month, so a profile should be done by December, advertising in January, screening book prepared by February. The town should be ready to offer the position to a candidate close to April 25, when Mr. O'Donnell's contract is up.

Responding again to questions, Mr. Kobayashi said screening committees run the gamut, sometimes with selectmen and other town officials, other times with citizen members. Whether department heads sit on the screening committee depends on, for example, how much the selectmen want a continuity of style. Five to seven members is best, he said. The charter calls for seven, Mr. Stanton said. Mr. Kobayashi said he would submit a formal proposal if requested. Mr. Bannon suggested this presentation be discussed at the next regular meeting. Members discussed checking past clients of Mr. Kobayashi's firm, also consulting with Town Accountant Lauren Sartori as to available funds for search expenses.

C. After discussion, the Board on a motion by Ms. Phillips, seconded by Mr. Bannon, voted to appoint Julie Fagan to the Town Charter Committee, and in so doing limit the number of at-large members to thirteen and the full committee membership to 19. The reason to cut off new memberships, Mr. Stanton said, was the time it takes to bring new members up to speed on what has been going on at the twice-a-month meetings.

D. Following an introduction by Police Chief and Emergency Management Director William Walsh and a presentation by Deputy Emergency Management Director Will Brinker, the Board voted to accept revisions to the 19-town Berkshire County Hazard Mitigation Plan. Mr. Bannon made the motion, Ms. Phillips seconded and all were in favor. In a second motion, made by Ms. Phillips and seconded by Mr. Bannon, with all in favor, a formal resolution was voted to accept the revised plan.

## **7. LICENSES/ PERMITS**

A. On a motion by Mr. Blechman, seconded by Ms. Phillips, the Board accepted Mahaiwe Performing Arts Center's request to install battery-lighted, potted trees temporarily placed in the alley west of the old fire station for a gala event Oct. 14. The motion included a stipulation that abutters be notified. All were in favor.

## **8. OLD BUSINESS**

A. Department of Public Works Superintendent Joe Sokul presented a written description of transfer station operations, including new Sunday hours (starting in January 2013) and fee schedule. Mr. Sokul said there could be a \$10 fee for a second household sticker. Following discussion of both the fees and the hours, the Board on a motion by Mr. Bannon, seconded by Ms. Phillips, voted unanimously to accept the document, with two changes: Friday hours to 3 p.m. and seasonal pass \$30. Mr. Sokul also advised that a bus shelter recycled from Housatonic has been fixed up for use by volunteers at the swap shed. A new swap shed will be built next year.

B. Mr. Sokul spoke about a custodial maintenance report that listed buildings his staff cares for. He said he could provide the board with a similar landscape maintenance report.

**9. SELECTMEN'S TIME**

Mr. Blechman asked if the Oct. 22 meeting date could be changed, as he has a conflict, but after discussion, it was found that alternate dates generated conflicts for other members.

**10. MEDIA TIME**

Nothing of substance was said.

**11. ADJOURNMENT**

The meeting adjourned at 8:35 p.m.

Respectfully submitted,



Bernard A. Drew  
Recording Secretary