

BOARD OF SELECTMEN
OCTOBER 3, 2016
Executive Session

PRESENT: Mr. Dario Nardi; Chairman, Mr. James A. Gagner, Jr.; Vice-Chairman, Mr. Marc W. Richard, Clerk and Mrs. Rebecca Acerra, Administrative Secretary

ATTENDEES: Mrs. Cindy Courtney, Ms. Krista Virchow, Mrs. Karen Wilk and Ms. Lisa Grabowski

Opened the Meeting at 3 PM in Open Session

Motion to enter into Executive Session in accordance with c. 39, Section 23B (8) and will reconvene in Open Session at the conclusion of the Executive Session, made by Mr. Gagner; second; Mr. Richard – unanimous. Roll Call Vote – 3 Yes Votes

The Board met individually with the prospective candidate for the Selectmen’s Assistant position.

Cindy Courtney – Mrs. Courtney previously held the position for the Town of Warren in the Conservation Commission for 6 years. She also work as the Assistant Tax Collector and in the Board of Health. She is more than familiar with municipal government. The position is currently part-time, with the potential of becoming a full-time benefited position.

She is a resident, registered voter and former employee. All members are familiar with her and her quality of work.

Krista Virchow – Ms. Virchow currently works for the Board of Selectmen in Brookfield and also the Highway Department for a total of 15 hours per week. She too is familiar with municipal government. Ms. Virchow stated that she would be hesitant to give up her Brookfield position(s), however would like a full-time benefited position.

Motion to exit Executive Session and reconvene at 7 PM in Open Session made by Mr. Nardi; second: Mr. Gagner – unanimous at 4:00 PM. (The Board will meet later this evening to conduct additional interviews)

Motion to Adjourn and reconvene at 7 PM made by Mr. Nardi; second: Mr. Richard – unanimous at 4:05 PM.

7 PM – Opened the meeting at 7 PM in Open Session

Motion to enter into Executive Session in accordance with c. 39, Section 23B (8) and will reconvene in Open Session at the conclusion of the Executive Session, made by Mr. Gagner; second; Mr. Richard – unanimous. Roll Call Vote – 3 Yes Votes

Christina Poulin – Ms. Poulin comes with a very impressive resume. She discussed her employment history which does not include municipal, however did volunteer in the Town of Monson on a committee. Ms. Poulin is also interested in the prospect of this becoming a full-time position.

Lisa Grabowski – Ms. Grabowski resides in West Brookfield and is currently working 12 noon – 4 PM (part-time) in Spencer, however is flexible with her hours. Mr. Richard questioned if this is a position to “fill in” until something else comes along as he explained that it would never be a 40 hour/week position.

Karen Wilk – Mrs. Wilk is a town resident who is available immediately. She previously worked as a graphic design artist at Friendly’s. She currently has another job offer, however wanted to explore this opportunity.

The Board discussed the merits of all candidates and feel that Mrs. Courtney and Ms. Grabowski are the best two finalists. They will be contacted again for further discussion.

Motion to exit Executive Session and proceed to Open Session made by Mr. Richard; second: Mr. Gagner – unanimous.

Open Session – The Board discussed the appointment of one of its members to the Capital Planning Committee. Motion to appoint Marc Richard to the Capital Planning Committee made by Mr. Nardi; second: Mr. Gagner – unanimous.

Motion to Adjourn made by Mr. Gagner; second; Mr. Richard – unanimous at 8:40 PM.

Respectfully submitted,

Rebecca Acerra
Administrative Secretary

Marc W. Richard, Clerk