

TOWN OF WENHAM
Board of Selectmen
Meeting of February 25, 2019
Town Hall, 138 Main Street

Pursuant to the Open Meeting Law, M.G.L. Chapter 30 A, §§ 18-25, written notice posted by the Town Clerk delivered to all Board members, a meeting of the Board of Selectmen (BOS) was held on Tuesday February 25, 2019 at 7:30 pm in the Selectmen Chambers.

The Town of Wenham has a three-member Board of Selectmen elected for three-year terms with one seat up for election each year. Jack Wilhelm (2019) Catherine Harrison (2020); John Clemenzi (2021)

The Board of Selectmen serve as the chief executive body of the Town. The board's duties include in part appointing the Town Administrator and other board/committee members, developing goals and policies, preparing the town report, the annual budget, and presenting the warrant for Town Meeting.

The Board typically meets the first and third Tuesday of each month at 6:30 pm in Town Hall. The BOS meetings are posted on the Town calendar. All meetings are open to the public and may be viewed on local cable channels HWCAM.org or You Tube HWCAM

Call to Order - With a quorum present, Ms. Harrison called the BOS meeting to order at 7:31 pm
Selectmen present: Catherine Harrison, Chair; John Clemenzi, Vice Chair; Jack Wilhelm, Clerk
Patty Moore, Finance Director

Interview with and Potential Selection of Interim Town Administrator Candidates

- John J. McGinn
 - John D. Petrin
- Memo from C. Harrison to BOS
 - Questions for Interim Town Administrator Interviews February 25, 2019
 - Resume John McGinn
 - Resume John Petrin
 - Suggested Questions for candidates
1. Please tell us about yourself. What experience do you have as the Town Administrator? Where have you worked? Why are you interested in this position?
 2. Please describe your management style. What is your approach in working with staff? Would that approach be any different in an interim position?
 3. Our ideal time frame is April 8 to August 2 with option to continue if necessary. That said, the most important issue for us is to find the right person for the job, so we are willing to be flexible with the chosen candidate. What is your ability? The Chair explained ideally, a candidate would work with Mr. Lombardi prior to his departure.
 4. We will negotiate a contract with the person we select with the general terms for this position are 25 to 35 hours a week, plus attending some evening meetings, is that generally acceptable to you?
 5. The candidates were asked about their experience with road projects in reference to Wenham's Route 1A plan.
 6. The Candidates were given the opportunity to ask questions of the Board.

Ms. Harrison gave a brief introductory statement to each candidate with an overview that the position is a 3 to 6-month interim Town Administrator position, and clarified this was not a change agent position, to support staff, keep present initiatives moving along and cover the day to day operations at Town Hall. Ms. Harrison noted that the Board would not be making a decision at this meeting but would deliberate and vote at their regular BOS meeting tomorrow night.

Each candidate was asked to introduce themselves and give an overview of their experience and what their interest was in the position. Mr. McGinn interviewed first, followed by Mr. Petrin.

- John McGinn said that he was pleased with this opportunity and spoke on his interest in serving as interim Town Administrator. Mr. McGinn noted he was retired and believed he was a good fit to keep the day to day operations going and support the departments during the transition. He went on to reference his resume and summarized his past work experience, most recently with the Town of Marblehead for 14 years; the first 10 years as Finance Director and the last 4 years as Town Administrator. Mr. McGinn stated he served on the School Committee, was familiar with Town Meeting, and regarding the Town's Route 1A plans, he was familiar with various aspects of a road project and noted he worked for the Department of Transportation in the finance office.

Mr. McGinn explained his management style as collaborative and tries to get input with relevant staff.

Mr. McGinn said he had long standing plans and was not available mid-March to mid-April but after that he was available.

Mr. McGinn questioned how the Board interacted with the Town Administrator.

He was told the Chair meets with the Town Administrator on the meeting agenda and the other two Selectmen meet individually as needed but usually once a week with the Town Administrator.

In closing, Mr. McGinn agreed communication was key adding “the last people that should ever be surprised was the BOS”.

He encouraged the Board to speak with those in Marblehead Town Hall.

Mr. McGinn left the meeting.

The Chair called for a 5-minute recess.

- John Petrin began by saying he just left his last BOS meeting as he is retiring from the Town of Burlington after 7 years serving as Town Administrator, noting it has been a job and passion.

Mr. Petrin stated he understood exactly what Wenham was looking for and referenced that he worked in Harvard for 13 years, which has a similar environment to Wenham and provided a comparison of the two towns to the Board and added that he understood small town government and limited staff. He would come to work with BOS and maintain the Town operations. He also mentioned that he was an Assistant School Superintendent for 3 years and has an understanding of how the school side works.

Mr. Petrin said he would be “joining a team” and his style is to empowers staff. He highlighted some of his accomplishments listed on his resume including that he was on the Massachusetts Police Accreditation Commission.

When asked specifically why he was considering this position when he hasn’t quite retired yet, Mr. Petrin responded that he wasn’t quite sure how retirement would be but wanted to reduce his work time from the normal 70 hours a week and this would provide him that opportunity.

Regarding the proposed project for Route 1A, Mr. Petrin said he had experience with traffic in Burlington and was familiar with road work.

Mr. Petrin noted a few committed weeks he was not available through September and offered time in March/early April to get familiar with Wenham and work with Mr. Lombardi and attend Selectmen meetings.

In closing Mr. Petrin told the Board that he hoped the BOS got to know him during the process and he reiterated this would be a great opportunity for him and he was flexible.

Mr. Petrin left the meeting at 8:33 pm.

The BOS felt they had two good, viable candidates to get them through the interim period and this would be discussed tomorrow.

Adjournment – *The Board unanimously adjourned at 8:36 pm*

Respectfully Submitted By

Catherine Tinsley

2.26.19