



**TOWN OF BOXBOROUGH
Minutes for Open Session
Boxborough, MA 01719**

Draft August 24, 2022

BOARD/COMMITTEE: Boxborough Town Administrator Screening Committee

DATE: Thursday August 11, 2022

TIME: 2:30PM

PLACE: Town Museum, 575 Middle Road, Boxborough, MA

In attendance: Gary Kushner-Clerk, John Fallon-Chairman, Cindy Markowitz, Al Murphy, Hugh Fortmiller, Denise Dembkoski, Lee Slade

Other: John Petrin

Meeting called to order at 2:35PM by John Fallon

John Fallon thanked the committee for their dedication and the speed upon which the committee met and did their work.

The status of the minutes of the August 11 meetings was discussed. The team discussed the reviewing of minutes after the committee is dissolved. Could leave the minutes as DRAFT. Denise moved that the August 11 open meeting minutes be reviewed by John Petrin, Gary Kushner and John Fallon and remain in draft format. This will allow the committee to not reconvene to approve the minutes. Hugh seconded

Approved 7-0

Denise moved the August 8th open session as amended and seconded by Lee Slade

Approved 7-0

Denise Dembkoski moved, seconded by Al Murphy, to enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(8) to review resumes and consider or interview applicants for employment or appointment by a preliminary screening committee for selection of finalists to be presented to the Select Board for possible appointment as Town Administrator. To have the discussion in an open session will be detrimental to the ability of the Town to attract qualified applicants for the position. The Committee will not return to open session.

Gary Kushner-aye, John Fallon-aye, Cindy Markowitz-aye, Al Murphy-aye, Hugh Fortmiller-aye, Denise Dembkoski-aye, Lee Slade-aye

Approved 7-0;

Left the open meeting at 2:47PM for executive meeting.

Provided by Gary Kushner - Clerk



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In attendance: Gary Kushner-Clerk, John Fallon-Chairman, Cindy Markowitz, Al Murphy, Hugh Fortmiller, Denise Dembkoski, Lee Slade

Other: John Petrin

Denise moved August 2nd executive session minutes as amended and seconded by Lee Slade
Gary Kushner-aye, John Fallon-aye, Cindy Markowitz-aye, Al Murphy-aye, Hugh Fortmiller-aye,
Denise Dembkoski-aye, Lee Slade-aye

Approved 7-0

Denise Dembkoski moved and Lee Slade seconded that the August 8 and August 11 executive session minutes be reviewed by John Petrin, John Fallon and Gary Kushner and permanently saved as DRAFT.

The committee discussed the remaining six candidates in depth.

This committee will not provide rankings or any comments. John Petrin reviewed the rest of the process.

All the candidates will be interviewed in open session. The Select Board will tentatively be meeting with the candidates on September 8th and 15th. The proposal is that the interviewees will meet with the department heads prior to the interviews.

The Committee discussed the question of 3 or 4 candidates.

Denise Dembkoski moved that we pass on #10, #13, #16, #18 to the Select Board and Lee Slade seconded.

Gary Kushner-aye, John Fallon-aye, Cindy Markowitz-aye, Al Murphy-aye, Hugh Fortmiller-aye,
Denise Dembkoski-aye, Lee Slade-aye

Approved 7-0



Gary Kushner moved to adjourn the meeting and dissolve the Town Administrator screening committee and Denise Dembkoski seconded.

Gary Kushner-aye, John Fallon-aye, Cindy Markowitz-aye, Al Murphy-aye, Hugh Fortmiller-aye, Denise Dembkoski-aye, Lee Slade-aye

Adjourned and Dissolved 7-0

3:50PM

Provided by Gary Kushner - Clerk