

Selectmen's Minutes
2nd Floor Stage Conference Area, Town Hall, 30 Martin Street

March 29, 2024

Present: Chairman Ruth R. Pereen, Selectman Peter D. Phippen, Selectman Alva A. Ingaharro, Town Administrator Brendhan Zubricki, Town Accountant Charles Benevento, Finance Committee Chair Jodi Harris, Finance Committee Vice Chair Benjamin Buttrick, Holly Dash, and Ann Dunne.

Chairman Pereen called the meeting to order at 7:30 a.m. in the 2nd floor stage conference area of the Town Hall, located at 30 Martin Street to interview 2 applicants for the position of Town Accountant and 2 applicants for the position of Town Clerk.

Town Administrator mentioned the reason we were meeting at 7:30 instead of 7am is that applicant Emma Puglisi sent an email that she accepted another job and would not be interviewing at 7am. At 7:35am TA Zubricki checked his email to find that applicant Marcie Glick sent an email shortly before her scheduled interview time to say that she would not be meeting with us. No reason was given. The Board stated that they do not feel the need to reschedule her interview.

Charles Benevento, Jodi Harris, and Benjamin Buttrick left the meeting.

At 8am Holly Dash joined the Board to review her past experience and qualifications for the position of Town Clerk. The Board outlined the Town's current needs and anticipated future needs of the Town Clerk's office and a discussion followed. The Board thanked Ms. Dash and she left the meeting.

At 8:30am Ann Dunne joined the Board for an in-person interview following up from her Friday March 22, 2024 telephone interview. The Board was able to ask additional questions and discuss the future of the Town Clerk position. After a lengthy discussion Selectmen Pereen took Ms. Dunne to meet current Town Clerk Marie Felzani and to get a tour of the Clerk's office. Unfortunately, Marie was not present at the time.

The Board discussed all of the great things that both Holly and Ann could bring to the Town Clerk's office. Holly was a strong candidate. However, she did not have experience in a Town Clerk's office or in municipal government. Ann's 7 years as a Town Clerk in Ashfield Mass and 7 months as the Assistant Town Clerk in Sudbury Mass made her a stronger candidate for the position.

Chairman Pereen entertained a motion to offer the position of Full Time Town Clerk to Ann Dunn at the annual salary of \$75,500 contingent upon passing a drug and medical screening and a CORI check. After a satisfactory completion of a 90-day probation period the Board's offer will increase of \$1,510 (to a total of \$77,010). The Clerk's office hours are 36.5 per week (four full days and half-day Fridays) which are expected to be in person. Selectmen Phippen moved the motion, Selectmen Ingaharro seconded the motion and the motion carried unanimously.

Having no other business before the Board a motion was made, seconded and unanimously voted to adjourn at 9:22am.

Prepared by: _____
Ruth R. Pereen

Attested by: _____
Peter D. Phippen