
Board of Selectmen
Special Meeting Minutes of April 15, 2015

I. Call to Order

Selectman O'Donoghue called the Special Meeting of the Board of Selectmen to order at 7:01 A.M. in the Board of Selectmen's Meeting Room in the Town Offices. Present from the Board of Selectmen: Alex Vispoli-Y, Paul Salafia-Y, Mary O'Donoghue-Y, and Robert Landry-Y. The meeting was duly posted.

II. Opening Ceremonies

Selectman O'Donoghue led the meeting in a moment of silence followed by the Pledge of Allegiance.

III. Town Manager Search Process

The Board of Selectmen shared information on the three public focus groups held on Tuesday, April 14th. At least two members of the Board attended each of the three forums. The first two sessions (morning and late afternoon) were held at Memorial Hall Library and the third session was held at 7:00 PM at Wood Hill Middle School.

Attendees of the forums were very interested in a leader with a vision; someone with a big picture view of where Andover wants to go to balance the equation of the Board of Selectmen whose role tends to be more reactionary. Another group was concerned about transition issues and plans, if there would be a transition team in place to help bring the new town manager along, and if a new town manager isn't in place by July 1st, who would step-in as the Acting Town Manager. The suggestions also included finding a manager with a proven record in expanding the role of the Town in the business world to expand the tax base, someone with a proven-record of accomplishments in economic development and a 21st Century Leader with a contemporary skillset.

The Board discussed having a plan in place if an acting Town Manager needs to be identified and creation of a Transition Team to support the new Town Manager and what that would look like.

The Board talked about the structure of the contract for the new Town Manager, possible protection clauses for both parties, and need to identify an employment attorney to engage with for advice on the contract.

The Board shared ideas on the criteria to use for the selection process of the Screening Committee which included using a numerical tool to rank their preferences, having an open/public discussion, and with final selections having the full consensus of the Board.

The Board will meet on April 30th at 7:30 A.M. to continue the discussion on the selection of the Search Committee, a transition plan, and identify an employment attorney.

Adjournment

At 8:10 A.M. on a motion by Paul Salafia and seconded by Mary O'Donoghue, the Board of Selectmen voted 4-0 to adjourn.

Respectfully submitted,

Dee DeLorenzo
Recording Secretary