



Board of Selectmen **Workshop Meeting Minutes** **August 11, 2015**

The workshop meeting was called to order at 6:00 p.m. in the Town Hall Hearing Room by Chairman Erik Tolley. Selectmen present: Tracy Post, Jim Quirk, and Michael Stone. Also attending: Town Administrator, William Hinchey. The Board of Selectmen gave the Pledge of Allegiance.

1. DPW Director Candidate Interviews

Assistant Town Administrator, Peter Johnson-Staub, introduced the first candidate to be interviewed, Mr. Steven Wlodkowski.

a. Chairman Tolley asked Mr. Wlodkowski to give an opening statement on his experience, his interest in the position of DPW Director, and any other comments he would like to make. Mr. Wlodkowski indicated he was previously the Superintendent of Public Works for Southington, CT. The Board asked the following questions:

- Selectman Stone asked Mr. Wlodkowski what his meaning of "teamwork" is and what he would do to instill teamwork within the Yarmouth DPW.
- Selectman Post asked for examples of a professional success and a professional failure that Mr. Wlodkowski has experienced in his career.
- Selectman Quirk asked Mr. Wlodkowski to name one of his strengths that would make him successful as the DPW Director.
- Chairman Tolley asked Mr. Wlodkowski the population of Southington, CT, what the DPW annual budget was for Southington, and what the difference is, if any, between a Superintendent and Director of DPW in Southington. Chairman Tolley also asked whether Mr. Wlodkowski has any experience with wastewater treatment.
- Selectman Post asked if, while reviewing the job description, Mr. Wlodkowski found anything within the responsibilities of the DPW Director position that he does not have any experience in.
- Selectman Stone asked Mr. Wlodkowski, after his initial interview and any research he may have done on this position and Yarmouth in particular, what he felt the challenges facing the Town are.
- Chairman Tolley asked Mr. Wlodkowski to explain his experience in seeking and securing funds for municipal projects.
- Selectman Quirk asked if Mr. Wlodkowski had any experience in solid waste disposal.
- Selectman Stone asked, based on being one of the final three candidates, what qualities Mr. Wlodkowski holds that would make him uniquely qualified for this position.
- Selectman Post asked how Mr. Wlodkowski, having not worked within the state of Massachusetts, would handle Massachusetts General Laws regarding public works. Additionally, Ms. Post asked about his views and attitude toward customer service.
- Selectman Quirk asked Mr. Wlodkowski if he has had the opportunity to prepare cost-benefit analyses with regard to service procurement and service delivery options.
- Selectman Stone asked Mr. Wlodkowski, as Highway Superintendent in Southington, to describe what the cost savings he implemented were and to provide empirical evidence of that cost savings.

Mr. Johnson-Staub introduced the second candidate to be interviewed, Mr. Brendan O'Regan.

b. Chairman Tolley asked Mr. O'Regan to provide an opening statement on his experience, his interest in the position of DPW Director, and any other comments he would like to make. Mr. O'Regan is currently the Director of DPW for Saugus, MA. The Board asked the following questions:

- Selectman Quirk asked Mr. O'Regan how his Bachelor's Degree and Master's Degree in civil engineering would be useful in the DPW Director position.
- Selectman Stone asked Mr. O'Regan, after his initial interview and any research he may have done on this position and Yarmouth in particular, what he felt the challenges facing the Town are.
- Selectman Post asked for examples of a professional success and a professional failure that Mr. O'Regan has experienced in his career.
- Chairman Tolley asked Mr. O'Regan, given his background in wastewater treatment, what type of different approach might he use for wastewater treatment given the water sheds and estuaries on Cape Cod.
- Selectman Stone asked Mr. O'Regan how he would approach team building or maintaining an already strong team.
- Selectman Post asked Mr. O'Regan to describe his style or approach to customer service.
- Selectman Quirk asked Mr. O'Regan to expound on comments he made during the previous question with regard to managing tree maintenance in his current position. Mr. Quirk also asked Mr. O'Regan to provide additional information on the payment schedule he incorporated in his current position with regard to snow and ice removal contractors. Additionally, Mr. Quirk asked Mr. O'Regan to provide examples of funding he was able to obtain for projects; and how his published papers fit in with his work as Director, DPW.
- Chairman Tolley asked Mr. O'Regan to explain his management style.
- Selectman Post asked Mr. O'Regan if there is anything in our Director DPW job description that he is not experienced in, and why is he interested in this position.

Mr. Johnson-Staub introduced the third and final candidate to be interviewed, Mr. Jeffrey Colby.

c. Chairman Tolley asked Mr. Colby to provide an opening statement on his background, experiences, and skills he believes he possesses which qualifies him for the DPW Director position. Mr. Colby is currently the DPW Director for Chatham. The Board asked the following questions:

- Selectman Post asked Mr. Colby for examples of a professional success and a professional failure that Mr. Colby has experienced in his career.
- Selectman Quirk asked Mr. Colby to describe his responsibilities with regard to the wastewater treatment project in Chatham.
- Selectman Stone asked Mr. Colby, after his initial interview and any research he may have done on this position and Yarmouth in particular, what he felt the intermediate to long-term challenges facing the Town of Yarmouth are.
- Chairman Tolley asked Mr. Colby if, prior to being the DPW Director in Chatham, he had any wastewater treatment experience. Additionally, Mr. Tolley asked what has learned from going through the wastewater treatment project in Chatham and what the benefits and down sides have been.
- Selectman Quirk asked Mr. Colby if he has had the opportunity to prepare cost-benefit analyses with regard to service procurement and service delivery options.

- Selectman Quirk asked Mr. Colby how many personnel he supervises and what his role is in relation to contractor personnel. Additionally, Mr. Quirk asked Mr. Colby to describe his role in constructing the budget for Chatham's DPW.
- Chairman Tolley asked Mr. Colby the benefits of hiring contract personnel versus town employees.
- Selectman Stone asked Mr. Colby to explain his management style.
- Selectman Post asked Mr. Colby if there is anything in our Director DPW job description that he is not experienced in and why he is interested in this position.
- Chairman Tolley asked Mr. Colby to explain his experience with this past winter's snow and ice events and what he would implement to more quickly remove snow and ice.
- Selectman Quirk asked Mr. Colby how his military experience would help him as DPW Director in Yarmouth.
- Selectman Stone asked Mr. Colby if he has any questions or comments about what the Board should have asked him that they did not ask.
- Selectman Post asked Mr. Colby what his approach would be working with other communities given future challenges to all communities on the Cape, such as wastewater treatment.

2. Adjourn

MOTION: To move that the Board of Selectmen adjourn the meeting.

Motion by: Tracy Post

Seconded by: Jim Quirk

Yea 4 Nay 0

Respectfully submitted,



Linda Dennehy

DISTRIBUTED MATERIAL AGENDA PACKET

- Cover letter and resume from Steven Wlodkowski
- Cover letter and resume from Brendan O'Regan
- Cover letter and resume from Jeffrey Colby