

**MINUTES – SELECTMEN’S MEETING
TUESDAY, OCTOBER 10, 2107 AT 7:00 P.M.
MARSHFIELD TOWN HALL – SELECTMEN’S HEARING ROOM**

Present: Michael G. Bradley, Chairman; James J. Fitzgerald – Vice Chair; Joseph E. Kelleher, Clerk.

Also present were Caroline LaCroix, Human Resources Director and Patrick DelloRusso, Treasurer/Collector.

Mr. Bradley opened the meeting at 7:00 p.m. with the Pledge of Allegiance and announced that the meeting was being recorded by MCTV.

Mr. Bradley stated that tonight they would be interviewing the two finalists for Town Accountant as recommended by the Town Administrator, Treasurer/Collector and the Director of Human Resources.

7:00 P.M. Christine McCarthy- Town Accountant Interview - Mr. Bradley asked Ms. McCarthy to come forward and to provide some information about herself and her background. Ms. McCarthy explained that she had been working for the Town for over two years and that she is currently the Assistant Treasurer/Collector and previously held the position of Payroll Administrator as well as filling in as interim Treasurer/Collector. Ms. McCarthy also noted that she had familiarity with all the Town’s software systems as well as the accounts and bonds. Ms. McCarthy also mentioned that she had a Bachelor’s Degree in Finance and an M.B.A. from Northeastern. The Board then asked Ms. McCarthy prepared questions. Ms. McCarthy answered their questions, thanked the Board for the opportunity as well as consideration and left the meeting at 7:20 p.m.

Town Administrator’s Report – Mr. Longo gave an oral report on the following: Mr. Longo mentioned that he had attended a Mass Municipal Manager’s training program for new managers last Friday with Mike Maresco. Mr. Longo also stated that he had attended a Town Moderator’s meeting last week with regard to preparation for Town Meeting. Mr. Longo noted that the set-up at the front of the Auditorium will be a little different at this meeting. Mr. Longo mentioned that he received some information from CZM today with regard to the Town’s seaweed policy. Mr. Longo indicated that he would like to have them come in and speak to residents regarding seaweed. Mr. Longo mentioned that CZM was in favor of the Town’s seaweed policy. Mr. Longo also mentioned that the deadline for the new Facilities Manager applications is October 17th. Mr. Longo stated that the movie production company has been making progress in Town and so far there have been no complaints. Mr. Longo also stated that they have been trying to accommodate people in the filming area and will put everything back the way it was.

The Jetty – Request for Temporary Extension of Licensed Premise (10/29/2017) – Mr. Bradley noted that the Jetty has been doing a good job with each of their events and mentioned that both the Police Chief and Fire Chief had no issues. Mr. Kelleher moved, seconded by Mr. Fitzgerald to approve the temporary extension of premises for October 29, 2017 from 12:00 p.m. – 6:00 p.m. The vote was unanimous.

7:30 P.M. Chelsea Stevens – Town Accountant Interview – Mr. Bradley asked Ms. Chelsea Stevens to come before the Board and provide information about herself as well as her background. Ms. Stevens explained that she is the current Town Accountant for the Town of Hanover and is presently working as the interim Finance Director for Hanover. Ms. Chelsea also noted that she had a B.S. in Accounting from Bridgewater State University as well as a Massachusetts Governmental Accounting Certificate. Ms. Stevens also mentioned the fact that she had a GFOA Budget Award. The Board asked Ms. Stevens prepared questions. Ms. Stevens answered their questions and thanked the Board for their consideration and left the hearing room.

Mr. Kelleher moved, seconded by Mr. Fitzgerald to close the interview process. The vote was unanimous.

The Board then deliberated on who to hire as Town Accountant and noted that both candidates were excellent. After some discussion the Board decided to appoint Christine McCarthy as

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Town Accountant. Mr. Kelleher moved, seconded by Mr. Fitzgerald to appoint Christine McCarthy as Town Accountant. The vote was unanimous.

Mr. Longo mentioned that he would get in touch with Town Counsel regarding the Town Accountant’s contract.

Mr. Kelleher moved, seconded by Mr. Fitzgerald to appoint Christine McCarthy as Town Accountant after successful negotiation of her contract. The vote was unanimous.

Mr. Longo stated that he would have the contract for the Board to vote on Monday night.

Vote on Special Town Meeting Warrant Articles - The Board decided to pass over this item as the warrant has already been posted. Mr. Kelleher moved, seconded by Mr. Fitzgerald to vote warrant articles prior to the posting of the warrant. The vote was unanimous.

Board Discussion – Stabilization Fund – Patrick Dello Russo, Treasurer/Collector appeared before the Board. Mr. Dello Russo mentioned that starting this year he would like to move 25% of free cash annually into the stabilization fund to eventually reach 5 million. The Board had a copy of the Treasurer’s proposed stabilization fund policy. Mr. Kelleher moved, seconded by Mr. Fitzgerald to adopt the stabilization fund policy as written. The vote was unanimous.

Acceptance of Minutes – Mr. Kelleher moved, seconded by Mr. Fitzgerald to approve the minutes of September 11, 2017, September 21, 2017, September 25, 2017 and October 2, 2017. The vote was unanimous.

Executive Session – Mr. Kelleher moved, seconded by Mr. Fitzgerald to go into Executive Session at 8:03 p.m. and not return to Open Session with respect to collective bargaining and that an open meeting may have a detrimental effect on the bargaining position of the body. The vote was unanimous. Roll call vote – Mr. Fitzgerald – aye, Mr. Bradley – aye, Mr. Kelleher – aye.

The Board then left the hearing room and went to the Town Administrator’s office.

Respectfully submitted,

Beverly Wiedemann

Documents and exhibits presented at this meeting were the following: memo from Caroline LaCroix regarding recruitment process for the Town Accountant, copy of position posting and questions for applicants, letter and resume from Christine McCarthy for Town Accountant, letter and resume from Chelsea Stevens for Town Accountant, Special Town Meeting warrant, letter with copy of map, entertainment application from the Jetty along with emails from the Police Chief and Fire Chief, copy of stabilization policy from Patrick Dello Russo, copy of Town of Pembroke’s Financial Management Policies and Guidelines, copy of city of Melrose Reserve Policies, copy of Town of Bridgewater General Fund Free Cash Policy, copy of email from Rocco Longo regarding Town of Halifax’s Stabilization Policy and copies of minutes of September 11, 2017, September 21, 2017, September 25, 2017 and October 2, 2017.