



## OFFICE OF THE BOARD OF SELECTMEN

Veronica Kell, *Chairman*  
Joseph Shank, *Vice Chairman*  
Chaz Sexton-Diranian, *Clerk*

### SELECTMEN'S MEETING MINUTES FOR WORK SESSION, July 19, 2021, AT 12:00 P.M.

TCAM Inc. is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/84684450123?pwd=eDlySGE2TUNSQ1pKTFlqWXNDWXpMUT09>

Meeting ID: 846 8445 0123

Passcode: 575617

One tap mobile

+13017158592,,84684450123#,,,,\*575617# US (Washington DC)

+13126266799,,84684450123#,,,,\*575617# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 846 8445 0123

Passcode: 575617

Find your local number: <https://us02web.zoom.us/j/kcwXSIJBye>

#### I. PRELIMINARIES – VOTES MAY BE TAKEN:

##### 1.1 Call the meeting to order and roll call.

*Meeting was called to order at 12:14 with Chaz Sexton-Diranian (CSD), Joe Shank (JS), and Veronica Kell (VK) present.*

##### 1.2 Announce the meeting is being tape recorded.

*Announced recording and that the meeting will be posted on YouTube, and is live on Channel 9.*

##### 1.3 Chairman's Additions or Deletions.

*Vote on the wording of a letter added as 2.2.*

#### II. APPOINTMENTS AND HEARINGS – VOTES MAY BE TAKEN:

##### 2.1 Interim advisory group meeting to review resumes (in Selectmen's Chambers).

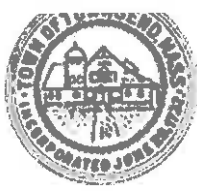
*Clerical Union, Supervisor's Union, and non-union Personnel groups were present to review resumes of candidates for Interim Town Administrator. Highway/Water, Police, and Fire not present. VK had spoken with Marty Scott from Fire and was aware Fire would not be in attendance.*

*Review of resumes run as a workshop. Each group had resumes without names & personal info, and a rating sheet. Each selectman will also review each resume and rank them.*

*Highway/Water arrived late.*

*Discussion of rankings by each group.*

##### 2.2. Vote on letter (addition to meeting).



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Veronica Kell, Chairman  
Joseph Shank, Vice Chairman  
Chaz Sexton-Diranian, Clerk

*Motion was made (CSD) and seconded (JS) to approve the letter written to the former TA by the BOS Chair regarding vacation buyback.*

*Vote: All in favor; Unanimous.*

III. APPOINTMENTS OF OFFICIALS/PERSONNEL – VOTES MAY BE TAKEN: none

IV. MEETING BUSINESS - VOTES MAY BE TAKEN: none

V. WORK SESSION – VOTES MAY BE TAKEN:

5.1 Town Administration Updates and Reports.

*none*

5.2 Announcements, Communications, etc.

*None*

5.3 Next meetings - July 20 at 6 p.m., July 23 at noon.

*July 20, 6 pm meeting will be held. July 23 at noon is tentative and based on whether or not there is anything to cover.*

VI. EXECUTIVE SESSION – VOTES MAY BE TAKEN: none

VII. ADJOURNMENT:

*Motion was made (CSD) and seconded (JS) to adjourn the meeting at 1:15 p.m.*

*Vote: All in favor; Unanimous.*

*For additional information see <https://www.youtube.com/watch?v=tIyZFC2XWWs>*

*Submitted on September 14, 2021*

*By Veronica Kell.*

July 12, 2021

Board of Selectmen  
Attn: Interim Town Administrator Search  
Veronica Kell, Chairman  
Townsend Board of Selectmen

Dear Ms. Kell

I am writing at this time to indicate my interest in serving as Townsend's Interim Town Administrator.

I am retired after serving in Town Manager/ Administrator positions for over 30 years, during my carrier in Municipal Government and now currently reside in Monson.

I believe my strengths in finance, contract negotiations, and personnel relations are well suited for the role of Temporary Town Administrator to support the Board of Selectmen while your community goes through the process of hiring a new Town Administrator.

My career has included positions in Western and Central Massachusetts therefor I have a good understanding of the issues in these communities.

I look forward to guiding the community during this transition period and would be able to continue the management goals of the Town during this period.

I am available to meet or discuss with the Select Board for an interview and to answer any questions you may have on how I can assist the community.

Thank you for your consideration.

Sincerely,

Theodore D. Kozak



**THOMAS MOSES**

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[tom.moses@yahoo.com](mailto:tom.moses@yahoo.com)

July 15, 2021

Ms. Veronica Kell, Chair  
Townsend Board of Selectmen  
Via email

Re: Interim Town Administrator

Dear Ms. Kell:

Please accept my resume for your evaluation. In our communications, I indicated that my travel schedule made consideration for this position difficult. I will be traveling from July 20 through July 27, September 9 through September 14, and sometime in November for 2 ½ weeks, provided COVID protocols do not close our destination. Nevertheless, you requested my resume.

My resume does not fully depict my greatest achievement in Hudson. During the last decade Hudson's downtown has been transformed from one with empty store fronts and seedy taverns to the envy of MetroWest. It is lively with on-street dining, busy specialty shops, two breweries and arts and entertainment opportunities. It has been featured in the Globe Magazine, the television show Chronical and most recently in CommonWealth Magazine. This transformation was accomplished by assembling a talented team of department heads and working closely with business associations, including the Hudson Business Improvement District.

During my tenure, I replaced virtually every department head, mostly due to retirements. The staff is now a diverse mix of lifelong Hudsonites and employees with experience in other communities. This diversity enabled me to meld ideas from cities and towns large and small, yet retain the best of Hudson.

While I might not meet your immediate needs, please consider me if you feel my travel schedule is not a burden to you. As a recent retiree, my schedule is flexible if you would like to talk.

Sincerely,

Thomas Moses









## Interim TA Advisory Ratings

Rate each of the candidates on their strength for each attribute such that one candidate earns a 1, one candidate earns a 2, and one candidate earns a 3. (1 = lowest rating; 3 = highest rating).

| Attribute                            | Candidate #1 | Candidate #2 | Candidate #3 | Total (max 6) |
|--------------------------------------|--------------|--------------|--------------|---------------|
| <b>Economic Development</b>          |              |              |              |               |
| <b>Financial Management</b>          |              |              |              |               |
| <b>Conservation/<br/>Open Space</b>  |              |              |              |               |
| <b>Energy/<br/>AlternativeEnergy</b> |              |              |              |               |
| <b>Day-to-day<br/>operations</b>     |              |              |              |               |
| <b>Procurement</b>                   |              |              |              |               |
| <b>Grants</b>                        |              |              |              |               |
| <b>Union<br/>negotiations</b>        |              |              |              |               |
| <b>Infrastructure<br/>projects</b>   |              |              |              |               |
| <b>Climate change<br/>awareness</b>  |              |              |              |               |
| <b>Totals</b>                        |              |              |              | <b>60</b>     |

Comments:

