

**SELECT BOARD  
MEETING MINUTES – August 16, 2023**

7:00 p.m. - Chair's Introduction to Remote Meeting

Chair Cohen read the current remote meeting notice and confirmed the following Select Board members and others could hear and be heard.

Select Board (SB)

Mitch Cohen, Chair

Kristen Wixted, Vice Chair

Laura Ziton, Clerk

Julianne Hirsh

Lisa Maselli

Any votes taken this evening will be by roll call.

**INTERIM TOWN ADMINISTRATOR INTERVIEWS**

Chair Cohen noted that the Board will continue working with Municipal Resources, Inc. (MRI), who will lead the search for a second recruitment process for a permanent Town Administrator. The Board will interview candidates to serve as the new Interim Town Administrator leading up to the appointment of a permanent Town Administrator.

Buzz Stapczynski and Bob Mercier of Municipal Resources, Inc. were present.

The August 16<sup>th</sup> meeting packet that includes the candidate's resumes can be found [HERE](#)

The YouTube recording of the August 16<sup>th</sup> interviews can be found [HERE](#)

Board members asked questions of the candidates relating to their experience in municipal government.

Michael Gallagher

Mr. Gallagher provided a brief review of his background and experience in municipal government, including his transitional leadership. He has served as the Acting Town Administrator in the Town of Somerset since September of 2021 and has remained as part of the staff to assist with the transition of the new Town Administrator.

In summary, Mr. Gallagher shared his interim experience while working with the Town of Somerset, including the development of an inclusive budget process with the department directors, finance committees and the Board of Selectmen. Mr. Gallagher would be available to work up to 20 hours per week in Northborough.

Julian Suso

Mr. Suso provided a brief review of his background and experience in municipal government. He has served as a Town Manager in several communities since 1990, recently having retired as Town Manager in Falmouth, MA after 11 years.

In summary, Mr. Suso shared his experience in the development of operating and capital budgets, his collaborative approach in working with department directors and members of the Select Board,

resulting in a Bond Rating upgrade to AAA in the Town of Falmouth. He also noted his experience with major construction/expansion projects. Mr. Suso would be available to work the necessary hours needed in Northborough.

### **DISCUSSION – TOWN ADMINISTRATOR INTERVIEWS**

Prior to the Select Board discussing each of the candidates, Chair Cohen thanked Mr. Stapczynski and Mr. Mercier for their efforts in bringing forth two highly qualified candidates.

Board members shared the following thoughts on each of the candidates.

#### **Michael Gallagher**

Board members agreed that Mr. Gallagher is very knowledgeable and understands that the responsibilities of an interim would be the same as those of a permanent Town Administrator. He has experience working as an Interim TA. His continued dedication to the Town Somerset as its interim Town Administrator was noted, as well as his efforts in creating a collaborative experience in municipal budgeting.

#### **Julian Suso**

Board members agreed that Mr. Suso was well spoken and expressed their appreciation for his many accomplishments during his long career in municipal government. Although he is extremely knowledgeable, he has not served in an interim capacity.

### **VOTE TO APPOINT INTERIM TOWN ADMINISTRATOR**

Board Members thanked Mr. Gallagher and Mr. Suso for their interest and willingness to serve the Town of Northborough and acknowledged that both are very knowledgeable and capable of performing the responsibilities needed at this time. Mr. Gallagher's personality and eagerness for the role is a bit more compatible with what Northborough needs right now.

SB Member Wixted moved the Board vote to appoint Michael Gallagher as Interim Town Administrator, subject to reference checks and successful contract negotiation, and to allow the Chair to negotiate on behalf of the Board; SB Member Ziton seconded the motion; the roll call vote was taken as follows:

Hirsh	"aye"	Maselli	"aye"
Wixted	"aye"	Cohen	"aye"
Ziton	"aye"		

### **OTHER BUSINESS**

None.

### **ADJOURNMENT**

SB Member Hirsh moved the Board vote to adjourn; SB Member Ziton seconded the motion; the roll call vote was taken as follows:

Hirsh	"aye"	Maselli	"aye"
Wixted	"aye"	Cohen	"aye"
Ziton	"aye"		

The meeting adjourned at 8:30 pm.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Diane M. Wackell".

Diane M. Wackell  
Executive Assistant to the  
Board of Selectmen

Documents used during meeting:

1. August 16, 2023 Meeting Agenda
2. Interim Town Administrator Resumes