

*Fire Chief Screening Committee
Executive Session
Town Administrator's Office
17 Common Street, Southborough
February 11, 2019*

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SOUTHBOROUGH, MA

Present: Jason Malinowski, Janet Maney, Sam Stivers, Chief Paulhus. Absent: Chief Breen. Also present: Bob Craig of MRI, Mark Purple, Town Administrator.

At 5:20 p.m. the Committee voted by roll call to move to Executive Session. [Malinowski, aye; Maney, aye; Stivers, aye].

Mr. Malinowski summarized that 19 applications were received, of which, 3 were duplicates. Mr. Malinowski had authorized MRI to solicit essay responses from candidates that clearly met the minimum qualifications but also received MRI's recommendation to proceed to the interview phase.

After discussion, Mr. Malinowski moved to invite candidates [REDACTED] for interviews by the Committee on Thursday, February 14. Mr. Stivers seconded. Roll call vote, all in favor 3-0, [Malinowski, aye; Maney, aye; Stivers, aye].

It was determined that the interviews will be conducted in the same manner as the prior interviews, except that 45 minutes will be allowed for each candidate.

Mr. Malinowski moved, and Mr. Stivers seconded, that the Committee direct MRI to send letters to the remaining applicants informing them that they had not been selected to move on in the process. Roll call vote, all in favor, 3-0 [Malinowski, aye; Maney, aye; Stivers, aye].

At 6:16 p.m., Mr. Malinowski moved for adjournment, seconded by Mr. Stivers. Roll call vote, all in favor, 3-0 [Malinowski, aye; Maney, aye; Stivers, aye].

Submitted by: Janet Maney, Vice Chair

Documents referenced:

- Applicant Submissions and Resumes
- Selected Applicant Essay Responses