



Town of Bridgewater

Town Council

September 30, 2024

7:30 PM

Town Manager Preliminary Screening Ad Hoc Committee Meeting

MEETING MINUTES

A Quorum of the Town Council may be in attendance

CALL TO ORDER

A quorum being duly present, Councilor Paul Murphy, Chair of the Town Manager Preliminary Screening Ad Hoc committee called the meeting to order at 7:30pm on Monday, September 30, 2024. The meeting took place in the Council Chambers.

PRESENT

Fred Chase, Dr. Kevin Perry, Susan Robinson, Paul Murphy and Timothy Fitzgibbons.5

APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

a) September 23, 2024 Meeting Minutes

Councilor Chase made a motion to approve the minutes from September 23, 2024. This was duly seconded by Councilor Robinson.

A voice vote was taken with the results recorded as follows:

Fitzgibbons – Yea; Chase – Yea; Perry – Yea; Murphy – Yea; Robinson – Yea.

Motion Passed 5-0.

PUBLIC COMMENT – None

ITEMS TO BE DISCUSSED

a) Search firm evaluation discussion

Mr. Fitzgibbons noted that all evaluations seemed similar and suggested that those rated 0 to 3 could be discussed.

Councilor Robinson noted that according to the criteria in the RFP her evaluation was based on did they furnish specific examples of community projects and there were no examples.

Councilor Chase noted that none of the 3 tailored their response to the RFP. Weeded through by looking at candidates they placed or positions they discussed. Also noted that these 3 firms are industry leaders, competent.

Councilor Murphy noted that he would like to interview the firms and Councilor Robinson was in agreement to that.

Councilor Perry noted that his rankings were close and that MRI was out of New Hampshire and do most of their work in New Hampshire and that the other two firms have done more work in Massachusetts.

Councilor Chase noted that MRI has a nationwide focus and their database would consist of more people outside of Massachusetts.

Councilor Perry noted that Groux White has a former police chief who does the background work and liked the examples of Paradigm's position statement, advertising and provided the most examples. Agrees that interviews should be conducted.

Councilor Robinson asked if the interviews could be done via Zoom and Councilor Perry noted that each of them could come up with one question to ask across the board and thinks Zoom could be done in this regard because of travel time.

Councilor Murphy polled the group to see if Tuesday, October 22nd starting at 7pm will work for all for the search firm interviews. They will be conducted via Zoom and be 45 minutes each. The committee agreed on the date of October 22nd and the Acting Town Manager will reach out to the search firms to confirm time for each.

The Ad Hoc Committee discussed the reference process and the Councilors volunteered to contact the following cities/towns to check references:

Paradigm:

Palmer, MA: Mr. Fitzgibbons
Dedham, MA: Councilor Murphy
Winthrop, MA: Councilor Perry
Reading, MA: Councilor Robinson
Foxboro, MA: Councilor Chase

Groux White:

Southbridge, MA: Mr. Fitzgibbons
Falmouth, MA: Councilor Perry
Orleans, MA: Councilor Murphy
Middleboro, MA: Councilor Chase
Provincetown, MA: Councilor Robinson

MRI:

Westford, MA: Councilor Murphy
Lakeville, MA: Councilor Fitzgibbons
Lexington, MA: Councilor Robinson
Berlin, MA: Councilor Perry
Carver, MA: Councilor Chase

Councilor Murphy noted that the Town Council Clerk will create an excel spreadsheet and send out

to each member. He will also send out an email to each councilor with what questions from the RFP each will have.

b) Next Steps

A meeting to discuss the search firm references is taking place on Monday, October 28th at 7:30pm in Council Chambers

PUBLIC COMMENT

- Mark Linde: thanked the committee for having in person meetings and requested that future meetings be hybrid so that the public can also attend. Also noted that an RFP was not received by Collins Center and was told that they do not respond to RFPs, that you have to go to them and asked if the committee has to pick the lowest bidder.

ADJOURNMENT

Mr. Fitzgibbons made a motion to adjourn, which was duly seconded by Councilor Robinson.

A voice vote was taken with the results recorded as follows:

Fitzgibbons – Yea; Chase – Yea; Perry – Yea; Murphy – Yea; Robinson – Yea.

Motion Passed 5-0.

Meeting adjourned at 8:25pm.

In accordance with the applicable provisions of the Town of Bridgewater Home Rule Charter and Town Council Rules and Procedures, the Town Manager Preliminary Screening Ad Hoc Committee assembled voted, at their meeting on Tuesday, October 22, 2024, to approve the aforementioned minutes, as submitted.