

Town of Natick  
Town Administrator Screening Committee  
Approved Meeting Minutes  
January 25, 2021, 4:00 PM

*Conducted remotely, and posted in accordance with the Open Meeting Law, as amended.*

Members Present: Lindsey Galvao, Carol Gloff, Alan Grady, Ed Hudson, Steve Levinsky, Anna Nolin, Joshua Ostroff, Linda Wollschlager. Also present: Dorothy Blondiet, HR Director; Randy Brewer, Natick Pegasus; Terri Evans, Planning Board Chair; members of the public.

The Chair, Steve Levinsky, called the meeting to order at 4:02 PM.

**Announcements**

Steve noted that Glen has some work conflicts and can't participate today and potentially going forward. Terri Evans is joining the meeting today and may seek appointment.

**Public Comment**

None.

**Meeting minutes**

Alan moved to approve corrected minutes for January 11, 2021, seconded by Linda and unanimously approved by roll call.

**Request for Proposals**

Carol noted that responses to the consultant RFP will be available tomorrow, January 26 at 11. All members will receive a packet, and we will evaluate and discuss at our meeting on February 1, and potentially invite bidders to meet at a follow up meeting. If there are restrictions on sharing information, or any bidders need to be treated separately as happened in 2017, Procurement Officer Bryan LeBlanc will clarify. He may attend the next meeting.

**Outreach**

Steve noted that we have assigned people for stakeholder interviews. We do not have clarity about whether these interviews or the resulting notes are confidential. There was discussion about whether zoom meetings should be done using the Town's zoom. Members should treat these interviews and their notes as a public process and to steer the discussions away from topics or comments that they would not want to make public if that was ever requested.

Terri will undertake to do the interviews that were assigned to Glen.

Steve and others have had positive feedback from interview subjects with great appreciation for this opportunity.

There are minor adjustments to the stakeholder interview assignments. Alan and Anna will determine a process for meeting with labor unions, and there will likely be a combination of larger group and personal meetings. We need to be mindful of parity and perception.

There was discussion of the benefit to the committee and our work in collecting and categorizing themes from the stakeholder interviews, and one or more members may undertake this process as we get notes back.

There was consensus to invite the Needham Town Manager, Kate Fitzpatrick, to join us for a future meeting.

We will also plan a public outreach meeting with the consultant when he or she is on board.

Linda moved to adjourn, seconded by Lindsey, and voted unanimously by roll call. The meeting was adjourned at 4:32 PM.

Respectfully submitted,  
Joshua Ostroff, Clerk

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