

**Carver Select Board
Meeting Minutes
Town Hall- 108 Main Street
December 19, 2023 - 5:00pm**

In Attendance: Chair Mark Townsend, Vice-Chair Jim Hoffman, John Cotter, Sarah Hewins, Dan Ryan and Assistant Town Administrator Elaine Weston

Absent: Town Administrator Robert Fennessy

Chair led the Pledge of Allegiance and Ryan read the community prayer.

Citizens Participation: None

Recognition of Police Sergeant Joseph Ritz: Chief of Police Marc Duphily announced the retirement of Ritz and spoke about Ritz's accomplishments during his career, including 30 years of service to Carver.

Sergeant Ritz began his career with the Carver Police Department in 1993 as a Special Police Officer under Chief Skoog's watch. During that time period, he also worked for the Town of Plymouth as an assistant Harbor Master and then as the Harbor Master.

In February of 2005, he was hired as a full-time police officer and he attended the police academy in Boylston. While working patrol, he also took on several other roles within the department including Stop Stick instructor in 2007, Medical Control officer in 2009 and using skills from his Harbor Master days, trained personnel on the use of the police boat.

In October of 2010, he was promoted to the rank of Sergeant. In this role, he has supervised many of our officers on various shifts. Most recently, he has been the Shift commander of the 4 to 12 evening shift.

Duphily noted that in reviewing his history, there are many compliments from citizens regarding his empathy, compassion and good work over the years. However, one particular incident comes to mind. Duphily stated that in July of 2020, Sergeant Ritz and fellow officers responded to a call for service to assist a neighboring agency in taking a person into custody. When they arrived, it quickly

became evident that the party was suffering from mental health issues. The subject armed himself with a bow and arrow and threatened to harm anyone who came in to get him. Sgt. Ritz and the other officers were able to evacuate other family members from the home and set up a perimeter to ensure the safety of others. He spent nearly two hours talking with the subject, de-escalating the situation and getting the subject to surrender.

In his role as Union Vice-president, Sgt. Ritz assisted with many of the community service events that the union and department carries out every year including Carver Night Out and the Christmas Toy Drive.

As his full-time career winds down, he will, with the board's approval, continue to assist the community as a special police officer.

Chief Duphily presented Sergeant Joseph Ritz with a plaque in appreciation of all his years of service.

Select Board members thanked Ritz for his service to the Town and presented him with a citation.

Appointment of new Police Officer: Chief of Police Marc Duphily present.

Duphily solicited and received three potential candidates for lateral transfer into the department. The hiring policy creates a preliminary screening panel made up of our Deputy Chief, Sergeants and Officers. This panel conducts a screening of the applicants and recommends a group of candidates to move forward in the hiring process. Duphily stated he feels this is important to give our current officers the ability to be part of the hiring process as they will work with the officers on a daily basis.

The panel moved all three forward in the process. Back ground checks were performed. After interviews with Mr. Townsend, Mr. Fennessy, Mrs. Weston, Deputy Chief Sarmento and Chief Duphily, the search was narrowed to one officer for appointment as a full-time Carver Police Officer. Duphily presented Officer Mark Pasioneck.

Officer Pasioneck is currently a police officer with the Town of Chatham Police Department. He has worked in Chatham for the past eight years. During that

time, he has received training in many subjects including being a Field Training Officer.

Prior to working in Chatham, he worked for the St. Louis Metropolitan Police Department for seven years. During his tenure, he worked as part of a community policing team of officers who responded to specific issues within the district. He received several commendations and awards including making arrests of violent criminals and removing illegal firearms from the streets.

He is a resident of Carver, where he resides with his wife and two step daughters. He is very excited at the possibility of working in the town that he resides.

After interviewing him, reviewing his background check and knowing our preliminary screening panel moved him forward, Duphily stated he is very confident that Officer Pasioneck will make an excellent addition to the Carver Police Department.

Duphily requested the honorable Select Board approve a motion to appoint Officer Mark Pasioneck as a full-time police officer for the Carver Police Department, contingent upon completing the requisite medical exam.

Motion to appoint Mark Pasioneck as a new Patrol Officer by Ryan, second by Hoffman.

Vote 5-0

Application for a Class III License:

Ferreira's Used Cars, 30-32 West St., Vernon Ferreira present. He currently has a Class II License and is looking to just have a Class III license. He is looking to upgrade his business to move into purchasing cars for their parts.

Cotter asked if there is an application process. Weston stated filling out the application and coming before the Select Board for approval is the process. It is the Class II license that requires a public hearing.

Ryan asked about the amount of parts and where they will be stored. Vernon stated everything about his business will remain the same and everything will be kept on the property as is done now.

Motion to approve the application for a Class III License by Hewins, second by Hoffman.

Vote 5-0

Town Administrator Update: Ward St. Update: Field Engineering Co. and Carver Operations & Maintenance representatives have continued to be onsite daily with the GC for resolution decisions and oversight of the work. Progress continues on the project at a fast pace. Curb walls have been poured and back fill has been completed and the road continues to be rebuilt. Guardrails are scheduled to be installed the week of December 25. It is anticipated that the project will be completed in approximately three weeks.

Town Administrator Screening Committee applicant interviews:

Townsend read the names of all applicants and reviewed the new bylaw that was voted in 2022. The Town Administrator Screening Committee shall consist of representatives from the Planning Board, School Committee and Finance Committee, two public safety representatives who are not appointed by the Select Board and the Select Board shall appoint three at-large residents and one resident who is a business community stakeholder. The Planning Board appointed John Gasky, the School Committee appointed Stephanie Clougherty, the Finance Committee appointed Patrick Meagher and the Public Safety representatives are Fire Chief Craig Weston and Police Chief Marc Duphily.

The Board gave each interested resident approximately three minutes to address the Board.

At-large applicants:

Gail DeThomaso: Has lived in town for a year. She has had experience in the Town of Kingston with their Planning Board as a citizen participant. She would like to represent the seniors in the community. She has spent time with Robert Fennessy discussing the vision for Carver. She has a varied background with a Master's Degree, counseling, education and veterinary medicine.

Ryan asked if she has served on a screening committee before. She stated no.

Ryan asked what she is looking for in a Town Administrator. She believes in conservation and environmental protections. She stated she would like someone to have as many years of experience as possible. She would like to find someone who shares the same interests as herself. She wants a community that you feel safe in and protected and she feels that way in Carver.

Townsend asked if she is available to attend all meetings of the committee. She stated yes.

Ellen Blanchard: Blanchard has been a resident for over 30 years. Brings the point of view from being a former employee. Blanchard stated she would like to see the next Town Administrator have common sense, not just education and experience. She would like someone who can work well with all of the Boards.

Hewins asked what she is looking for in interactions with employees. Blanchard stated it is important for a town administrator to be not just a friend, but to listen to employees and make sure employees have a sense of self-worth.

Ryan asked what she is looking for in a Town Administrator. Blanchard stated she would like to see someone who is concerned with what is needed for the town, works well with the Select Board and is open to the public, not hide in the office.

Cotter asked what her top 3 goals for the next Town Administrator would be. Blanchard stated they should function well for the Select Board so everyone is being heard. This person needs to be able to articulate their thoughts. They need to have a strong understanding of municipal finances and how budgets should be done.

Hoffman asked what she could bring to the screening committee. Blanchard stated she has had a lot of experience with town administrators and she can tell when someone is being honest with her.

Townsend asked if she is available to attend all meetings of the committee. Blanchard stated yes.

Roger Shores: Shores has an extensive background as a teacher and farmer and has lived in town for over 50 years.

He would like to see no politics in the screening committee and thinks the Town Administrator is the most important role in the Town. He would like a screening committee that can agree to disagree and he stated that he thinks debate is critical and would like to see robust discussions.

Ryan asked what he thinks Carver needs in a Town Administrator. Shores stated he would like someone that is firm and fair. He would like someone that will not play favorites, go through the department heads and follow the wishes of the Select Board.

Hewins asked what he would like in a Town Administrator in terms of with the employees. He would like the Town Administrator to go through the Department Heads.

Cotter asked what his top 3 goals for the next Town Administrator would be. Shores stated he needs to hit the ground with the department heads, the Select Board and let people know that he makes decisions that are in the best interest of all the departments.

Hoffman asked what his top thing he would like to see in a town administrator. Shores stated experience.

Townsend asked if he is available to attend all meetings of the committee. Shores stated yes.

Roger Shores, Jr.: Has extensive management experience, managing over 10,000 people working for two major manufacturing corporations in Chicago and was the CEO of a conglomerate of Berkshire Hathaway. He has been involved in successful companies which is a result of his selection of employees. He has hired CEO's of non-profits. He currently resides in Carver owning cranberry bogs and a sawmill.

Ryan asked what experience the Town should look for in a town administrator. Shores stated logic and common sense, honesty and trust. They should lead with commanding respect and giving respect. Ryan asked how to judge the common sense. Shores stated his questions tend to be more personal rather than business.

Hewins asked what interactions would he like to see between the Town Administrator and employees. Shores stated being respectful to the employees and making people want to be better.

Townsend confirmed Shores has no conflicts with the meetings.

Kevin Tracey: (not present)

Steve Ward: Ward is a lifetime resident of Carver. He is the past president of the Cape Cod Cranberries Grower's Association, and currently serves as second Vice-President. He is the Chairman of the Government Affairs Committee, is on the State Farm Bureau Board and the State Pesticide Bureau Board. He worked for the U.S. Department of Agriculture (USDA). He is looking for an administrator that will grow the Town in a way to keep the kids here. He stated he will bring respect to the committee and encourage respect with the entire committee. He would like the next Town Administrator to be hands-on and address issues as quickly as possible and come up with solutions as quickly as possible.

Ryan asked about his past experience in hiring and interviewing people. Ward stated he had a lot of experience at the USDA hiring people and was involved in the hiring process at UMASS for scientists.

Hewins asked what kind of interactions he is looking for between the Town Administrator and employees. Ward stated he would like a hands-on approach and the more respect you give employees, the better everyone is.

Hoffman asked what one trait he would like to see in the next Town Administrator. He stated respect.

Townend confirmed he is available for all meetings, Ward stated he is as well as via zoom.

Mary Ross: not present, submitted statement to the Board which Townsend read. Ross has been a member of the screening committee previously and feels that she has a sense of what the town and its employees is looking for in a candidate. As Chair of the Recreation Committee for several years, she has worked closely with previous Town Administrators creating a new handicap accessible playground as well as currently creating former tennis courts into pickleball courts. As a resident of Carver for over 40 years and an educator for 30 years, the Town's future is important to her.

Business community applicants:

Arthur Borden: Currently serves on the Board of Health for 23 years and has been a business owner in town for 35 years. He would like to see an administrator who is hands on, meets with the department heads, has a good financial background and can work well with the finance department and finance committee.

Hewins asked what interactions he would like to see between the town administrator and employees. Borden stated he would like to see someone meeting with department heads and in touch with what each department is doing. It would be helpful if the town administrator had an idea of what each department does.

Cotter asked what he would like to see as the top 3 goals to address: Borden would like the town administrator to deal well with Select Board, finances and different departments in town

Hoffman – one thing he can bring to the screening committee: Borden stated continuous service to the town and that he is fairly level-headed.

Townsend confirmed Borden is available for meetings. Borden stated the only night a month he meets with the Board of Health is the only time he is unavailable.

Townsend suggested the Board rank each of their choices for the at-large members and will use the total of each applicant to determine the applicants with the highest scoring. Hewins confirmed that the top choice would get a '3'.

Five-minute recess at 5:57pm

Townsend asked if the Board would like discussion on the applicants or go straight to ranking. No discussion from the Board.

Ranking of applicants for screening committee:

Ryan:	Ward- 3	Shores Jr. -2	Blanchard -1
Cotter:	Ward- 3	Shores, Jr, 2	DeThomaso – 1
Hewins:	Shores, Jr.-3	Ward – 2	Shores - 1
Hoffman:	DeThomaso-3	Shores, Jr -2	Ward - 1
Townsend:	Blanchard -3	Ross – 2	Ward – 1

Weston tallied the ranking: Ward=10, Shores, Jr= 9, Thomaso=4, Blanchard=4, Ross=2, Shores=1

Townsend announced there is a tie between Ellen Blanchard and Gail DeThomoso. The Board went around to select one of the two.

Blanchard: Townsend, Ryan, Hewins
DeThomoso: Cotter, Hoffman

The three at-large members are: Steve Ward, Roger Shores, Jr. and Ellen Blanchard.

Hoffman thanked everyone for stepping forward and wanted to see more people get involved. The Board thanked all for applying for the committee. Townsend stated for the previous 3 committees, there has been the same Chairman and since this time that person is not serving on the committee, he was looking for someone with experience.

Business community representative:

Arthur Borden

Roger Shores, Jr.

Kevin Tracey

Steve Ward

Townsend stated it is now between Borden and Tracey. Townsend suggested the Board went around to for their choice.

Borden: Townsend, Hewins, Hoffman, Ryan, Cotter

Tracey: no votes

Townsend announced the full committee:

Planning Board rep: John Gasky, School Committee rep: Stephanie Clougherty,

Finance Committee rep: Patrick Meagher, Public Safety reps Fire Chief Craig

Weston and Police Chief Marc Duphily, at-large members: Steven Ward, Roger

Shores, Jr., Ellen Blanchard and Business community member Arthur Borden.

Permanent Town Administrator Screening Committee:

Charge for guidelines, timeline and use of consultant: Townsend made the following recommendations for the charge of the committee: chair of committee chosen by 1/12/2024, would like the budget for a consultant to be up to \$20,000, the ad for a Town Administrator must be placed by 1/19/2024, then receive and review resumes from the recruit consultant, conduct interviews using established questions from the recruit consultant, background checks to be conducted by the recruit consultant, the screening committee must comply with Chapter 3 of the bylaws and the committee must present 4 unranked finalists to the Select Board by March 12, 2024. Townsend added to authorize the screening committee to meet remotely.

Hoffman questioned about the wording that the committee must use a recruit consultant. Townsend stated he has asked around and the feedback is that it was valuable to use the consultant. Hewins asked who would give the committee a listing of consultants. Townsend stated Mrs. Weston would do that. He asked

about the wording of 'must' present four unranked finalists and Hoffman questioned that they may not have four. Hewins stated that the committee could send one finalist if they wanted to without that wording. Cotter agreed with the requirement for four finalists instead of 'up to' for the wording.

Motion to approve charge by Ryan, second by Hewins.
Vote 5-0

Approval of Minutes: November 21, 2023
Motion to approve by Hoffman, second by Cotter.
Vote 5-0

December 11, 2023
Motion to table minutes until the next meeting.

Select Board Community Announcements:

Ryan: Thanked all town personnel involved in the clean-up of the storm
Cotter: Hopes all have full power back tonight. Wished all a Merry Christmas and Happy New Year

Hewins: Thanked employees for their work during the storm, Reminded all to remember Shane Gives Thanks Food Pantry & wished all a Merry Christmas and Happy New Year

Hoffman: Thanked town employees for their work during the storm & wished all a Merry Christmas and Happy New Year

Townsend: The Town chorus and band concert is tonight at the High School at 7pm. He thanked Tom Walsh, EMA Director for his work during the storm.

Next meeting: January 2, 2024

Motion to adjourn by Hoffman at 6:23 pm, second by Hewins.

Vote 5-0

Listing of Exhibits: Ferreira Class III application, Town Administrator Screening Committee listing of committee representatives, bylaw 3.1.1.1, applicant letters of interest, minutes of November 21, 2023, minutes of December 11, 2023