

Reading Municipal Light Board of Commissioners
Search Committee
230 Ash Street
Reading, MA 01867
August 29, 2012

Start Time: 7:35 p.m.

End Time: 8:05 p.m.

Committee Members

Philip B. Pacino – RMLD Commissioner

Marsie West – RMLD Commissioner

George Hooper – CAB Member

Staff:

Beth-Ellen Antonio – Human Resources Manager

Attendees:

John Stempeck

Robert Soli

Peter Price

Laurie Ann Sylvia

Thomas Schibilio

Thomas Davis

Paul Murphy

Mr. Pacino called the meeting to order.

Ms. Antonio explained what the process was the last time the RMLD performed a General Manager search. She explained that the RMLD could publish the job in NEPPA, APPA, on line and wait three weeks for responses. Then screen the applicants and have no more than six applicants for the first round of interviews.

The process with respect to the initial screening process and interviews was discussed.

Ms. West stated that she would like to do the initial interviews over the phone. Mr. Stempeck said he agreed with Ms. West.

Ms. West also said that it might be a good idea to hire a consultant to obtain guidance in the hiring process, including what technical questions to ask and the technical skills the RMLD should be looking at in a new General Manager.

Mr. Pacino asked what the next steps in the process should be.

The Search Committee determined that Ms. Antonio should obtain General Manager job descriptions from other utilities to compare to the RMLD's GM job description.

The Search Committee decided to meet next on September 5, 2012.

Mr. Stempeck said that he thought a list of questions should be developed by the Search Committee. Ms. Antonio said that she has a list of questions from the last General Manager search and she will get them to the Search Committee.

The Search Committee agreed to find someone with technical experience to assist them in the selection of GM candidates with appropriate technical requirements.

Mr. Stempeck asked if it were possible to have name tags for all the people attending the meeting in the future.

Mr. Davis asked if the employees could give input into the hiring process of the General Manager. Ms. West said that the committee wants the input from the employees in the form of questions related to the qualifications that would make a good GM. It was agreed that the employees would send their feedback to be considered in the search process to the committee members with a copy to Ms. Antonio.

August 29, 2012

Adjournment

At 8:05 p.m. Ms. West made a motion seconded by Mr. Pacino to adjourn the Regular Session.

Motion carried 3:0:0.

A true copy of the RMLD Search Committee minutes
as approved by a majority of the Search Committee.

Philip B. Pacino, Chairman
RMLD Board of Commissioners