

SELECTMEN'S WORKSHOP MEETING AGENDA

Saturday, August 10, 2013

TOWN HALL, MAHOGANY ROOM, 1st FLOOR

- 1. CALL TO ORDER – 10:00 AM**
- 2. WORKSHOP DISCUSSION**
 - Interviews – Police Chief Position
- 3. ADJOURNMENT**

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14 MAY 16 AM 11:16

TOWN CLERK
ADAMS MASS.

CLERK

August 10, 2013

On the above date the Board of Selectmen held a meeting at Town Hall at 10:00 AM. Chairman Duval presided, present were Michael Ouellette, Arthur Harrington, Richard Blanchard, Joseph Nowak, and Jonathan Butler, Town Administrator.

Chairman Duval called the meeting to order at 10:00 AM.

BUSINESS ITEMS

The Board of Selectmen held the following interviews for the Chief of Police position.

10:00 AM Interim Chief, Richard Tarsa

The Board proceeds to go through attached questions and follow script throughout the interview. The interview ended at 11:03 AM.

The Board took a short recess.

Chairman Duval called the meeting back to order at 11:10 AM.

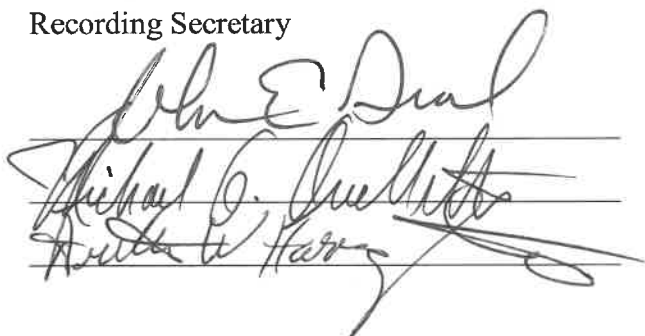
11:10 AM Scott Heagney

Formal introductions were made by the Board for out of town candidate. The Board follows script throughout the interview. The interview ended at 12:00 PM.

The Board asked various questions ranging from sharing resources to rumors of misconduct of Police Officers to how they would reach out and work with the business community. A copy of the interview questions is attached to these minutes.

With no further business to transact a motion made by Member Harrington, seconded by Member Ouellette to adjourn at 12:10 PM – Unanimous motion passed

Respectfully Submitted
Melissa Schaffrick
Recording Secretary





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**Interview Questions
Adams Board of Selectman – Final Interviews
August, 2013**

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Introduction: (John Duval)

1. Could you start off by telling the board about yourself and what qualifications you possess that would make you a good fit for the position of Adams Police Chief? (John Duval)
2. I am sure that you are aware of gaming devices in bars, clubs, and restaurants (typically liquor pouring establishments). And, although they are labeled "For entertainment purposes only", we all know that most all "pay off". Do you consider this as a form of illegal gambling? If so, how would you deal with that issue in Adams? (Skip Harrington)
3. How do you feel about sharing resources? Tell me what you see as the benefits and disadvantages. (Mike Ouellette)
4. Communicative skills play a major role in our everyday conversations. This is particularly true as it relates to commanding a Police Department. How do you rate your communicative skills and what have you done during your law enforcement career to create and sustain a homogenous and attentive work environment? (Joe Nowak)
5. As I'm sure you know rumors whether fact or fiction can have a detrimental effect on any town government and /or its police department. And in a small town where everybody seems to know everybody it can be worse. Do you have any ideas on how to quell rumors involving the police department and its officers? Do you believe this would be the chief's responsibility or appointed to one of your sergeants. (Rick Blanchard)
6. Explain the techniques you would employ to keep the Town Administrator and the board of selectmen (at a higher level) informed about projects, problems, issues, etc. (John Duval)
7. Before I ask my next question I just want to say I believe we have a very good slate of officers in Adams. Each with their own style of policing our town and this is not directed at anyone. Let's say you hear a rumor about an officers misconduct what steps if any would you take? What if someone comes to you with a complaint about officer misconduct? (Rick Blanchard)

8. What do you see as your ultimate professional goal? (Mike Ouellette)
9. The Town of Adams is trending toward becoming a more ethnically diverse community. Along with the racial diversity comes social and cultural variations. Presently, our Police force is made up of all Caucasian officers and has only one women patrolman. How would you view this situation and what would you do to rectify what I perceive as a distinct and pressing shortfall? (Joe Nowak)
10. What are your feelings about neighborhood crime watch programs? Given recent issues (in Florida), do you feel that crime watch members (civilians) should be armed? Would you support police guided training of neighborhood watch groups? (Skip Harrington)
11. If I were to visit your hometown and approach local residence who somewhat knew you what would they tell me about you and your involvement in the Community. What would they consider to be your strong points and your weaknesses? (Joe Nowak)
12. How would you strengthen the connection between our children and the law enforcement of Adams? (Mike Ouellette)
13. What are your feelings about bicycle and pedestrian safety? Would you support bike lanes in certain parts of town? How about "share the Road" signage? Should the crosswalk laws be strictly enforced? Should Adams consider a adopting a "J-walking" bylaw? (Skip Harrington)
14. Describe how you would reach out and work with our business community. (John Duval)
15. First let me say I don't envy the Police Chiefs job. All too often the simple solution to a problem is to throw it in the lap of the police department. Of course in a perfect world there would be additional funding to help solve the problem. Let's say the board working with the town administrator tasks the department with checking wacky world every fifteen minutes to cut down on vandalism and possible drug use, and of course there would be no money for an extra officer. What would you do? What would you do if there was no possible way for your department to complete this task? (Rick Blanchard)
16. Now that you've had the opportunity to answer questions across a variety of disciplines, what questions might you have for us? Anything about the department, the community, working for the Town? (John Duval)

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Interview Questions
Police Chief Search Committee – Preliminary Interviews
July, 2013

Introduction: Candidates will first be provide a brief introduction to the process and committee, a bit of background about the position and an overview of the community. (Jonathan Butler)

1. Could you start off by providing us a brief synopsis of your background and how it has led you here today as an interested candidate for the Chief of Police position in Adams? (Jonathan Butler)
2. The Police Chief is more than just a Police Officer, they are the Administrator of a department with over 20 employees. Can you share with us how your career up to this point has prepared you for this responsibility? (Jonathan Butler)
3. Please describe two accomplishments in your own law enforcement career that you consider to have been the most significant? (David Allen)
4. How would you make yourself visible and accessible to the citizens of Adams? (Bob Canale)
5. As a member of the business community, Specialty Minerals has enjoyed a strong, effective working relationship with the Adams Police Department. What thoughts or efforts would you put forth to enhance that relationship as well as relationships with other local employers? (Regina Hill)
6. Please describe your vision of police involvement within our schools? (James Brosnan)
7. As a mom, a parent, I have extreme concerns regarding the safety of my teenagers. While Adams is a small town that is somewhat safe from city drugs and crime, there is still that element in our community. What thoughts, insight, actions will you bring as Police Chief regarding educational programs within our schools? (Regina Hill)
8. If appointed Chief, would you have an open door policy for your subordinates or would you adhere to a strict chain of command? (Bob Canale)
9. Based upon your knowledge of the town of Adams and its demographics, describe how you would undertake the tasks of a new chief during your first six months on the job? What would you do first and why? (David Allen)
10. What experience do you have dealing with grants? Writing, oversight and administration. (Jonathan Butler)

11. How would you approach the task of assessing and facilitating improved career satisfaction among the police officers in your department, while not compromising day to day staffing needs and limitations? (James Brosnan)
12. What in your opinion is the most important ingredient in keeping up morale within the department? (Bob Canale)
13. The Chief of Police will be responsible for overseeing employees that are represented by two separate unions. What type of experience and familiarity do you have with labor law and the collective bargaining process? (Jonathan Butler)
14. How will you, as Police Chief, strengthen and enhance the connection between our children and your law enforcement agency out in the community? (Regina Hill)
15. Tell us why you should be our next Adams Police Chief? (James Brosnan)
16. Now that you've had the opportunity to answer questions across a variety of disciplines, what questions might you have for us? Anything about the department, the community, working for the Town? (David Allen)

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Rick's Input

i agree with 1 and 16. also a question about how long they are looking to keep the chiefs job if hired,

1. If you are selected for this position what would your first priority be,

Your second (or should it be your top three)?

Salary (while one lists his salary request the other two do not)

1. Explain the techniques you would employ to keep the Town Administrator and the board of selectmen (at a higher level) informed about projects, problems, issues, etc. (John Duval)
2. How would you convince the large elderly population of Adams living on fixed incomes during budget season the need for capital items i.e police cruisers? (John Duval)
3. Police responsibilities and the required equipment have changed over the years from walking the beat, responding to many calls on foot and being familiar with everyone in town to responding to calls in outlying areas, working with a transient population to cybercrime and the threat of terrorism, what equipment, capital items and training do you believe the department should have as a minimum to fight crimes of today and the future? (John Duval)

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