

Police Chief Screening Committee Meeting Minutes 12/29/10
Executive Session
Town Hall – Room 014

Present: John Cronin, Carl Damigella, Tom Dumas, Lisa Doolin, Pat Duffy and Marc Gromada.

Absent: Bill George

7:20PM - Discussion relative to executive session minutes from 11/22/10, 11/29/10, 12/6/10, 12/14/10 and 12/17/10 were reviewed. It had been discussed at the last meeting that the committee members would review the minutes and offer changes if necessary. It was decided that making the change would be held until Clerk Bill George returned from a short term medical procedure and then he would make the corrections as he completed the meeting minutes.

** Discussion of round two (2) scenarios were reviewed. Mr. Cronin provided three scenarios that were to be considered. The committee began discussion regarding the proposed three scenarios. Each candidate will be contacted by Mr. Cronin and given instructions on what to bring to the round two interview. The candidate will be given approximately 1.5 hours for the interview. The committee discussed the plan to ask the candidates to come in thirty (30) minutes in advance of their interview and type a memo to the committee on what they plan to accomplish in the first year as Chief of Police.

7:30PM – Mark Gromada arrived to meeting.

Committee reviewed all three scenarios in detail. Scenario one involves a citizen complaint. Scenario two involves a hostage situation and scenario three involves an assault situation.

The committee also reviewed how the scoring process for the scenarios would be conducted compared to how round one of the interview scoring was conducted. It was determined that the round two candidates would all start on equal grounds for scoring purposes. It was decided that the committee members would wait until all three scenarios were conducted by the applicants and then have a chance to do the scoring. Mr. Cronin will develop a scoring sheet with the evaluation dimensions (communication, reasoning, command presence, decision making, leadership and competency).

Interviews for the three candidates were scheduled for 1/9/11 at 11:00AM. The order of the interviews will be as follows: Mr. John Moore, Mr. Keith Edison and Mr. Craig Denman.

Mr. Cronin will plan to draft the scoring sheet, update the scenario questions to reflect the discussed changes to the scenarios, finalize the assignments for the role playing by the

committee members and check with Ms. Jackie Dellicker to ensure that the Town Hall will be available for the interviews on 1/9/11.

The committee will next meet on 1/6/11 at 7:00PM in room 014. Mr. Dumas will plan to post for this meeting and send an agenda for the meeting to Ms. Dellicker, Mr. Paul Lebeau and Mr. Cronin.

8:55PM: Mr. Damigella made a motion to exit executive session. Seconded by Ms. Doolin. All in favor (6-0).

Respectfully submitted,

Tom Dumas
Acting Clerk