

TOWN OF CROMWELL
TOWN COUNCIL
SPECIAL MEETING
MONDAY, JULY 20, 2015
6:00 P.M. TOWN HALL ROOM 224/5

RECEIVED FOR FILING
7/22 2015 at 2:12 P.M.
TOWN CLERK'S OFFICE
CROMWELL, CONN.

Gloria Prendergast Aust
TOWN CLERK

MINUTES

Present: Mayor E. Faienza, Deputy Mayor R. Newton, A. Waters, A. Spotts,
M. Terry, F. Emanuele, S. Banic

Absent: None

Also Present: Acting Town Manager A. Salvatore, Town Labor Attorney K. Weinstock,
Public and Press

A. CALL TO ORDER

Mayor Faienza called the Special Meeting to order at 6:00 p.m.

B. PLEDGE OF ALLEGIANCE

Anthony Salvatore led the Pledge of Allegiance.

C. CITIZEN COMMENTS

None

D. NEW BUSINESS

1. Report of Town Manager Search Committee.

Mayor Faienza read the report into the record. (Attached to the minutes)

Motion made by A. Spotts seconded by R. Newton and *carried* to
accept the report of the Executive Search Committee.

Aye: S. Banic, F. Emanuele, M. Terry, E. Faienza, R. Newton, A. Spotts

Abstained: A. Waters (stated that he was not able to attend some meetings and all
of the personal interviews for all candidates because of a personal issue so he
didn't feel that he is doing justice for what he is here for). The Town Attorney
stated that his abstention would not count as a yes vote.

Motion carried

2. Discussion and possible action -Recommendation of Search Committee
concerning Town Manager Candidate.

Motion made by A. Spotts seconded by R. Newton and *carried* to accept the
recommendation of the Search Committee concerning the Town Manager
Candidate.

Aye: S. Banic, F. Emanuele, M. Terry, E. Faienza, R. Newton, A. Spotts

Abstained: A. Waters

3. Discussion and possible action -Adoption of Town Manager Search Committee's recommendations.

Motion made by S. Banic seconded by R. Newton and *carried* to adopt the Town Manager Search Committee's recommendations and hire Anthony Salvatore for the Town Manager's position.

Aye: S. Banic, F. Emanuele, M. Terry, E. Faienza, R. Newton, A. Spotts

Abstained: A. Waters

4. Discussion and possible action -Adoption of Town Manager Personal Services Agreement.

Motion made by A. Spotts seconded by M. Terry and *carried* to adopt the Town Manager's Personal Services agreement.

Aye: S. Banic, F. Emanuele, M. Terry, E. Faienza, R. Newton, A. Spotts

Abstained: A. Waters

5. Discussion and possible action -Vote to authorize Mayor to enter into Personal Services Agreement with Town Manager Candidate.

Motion made by A. Spotts seconded by R. Newton and *carried* to authorize the Mayor to enter into Personal Services Agreement with Town Manager Candidate.

Aye: S. Banic, F. Emanuele, M. Terry, E. Faienza, R. Newton, A. Spotts

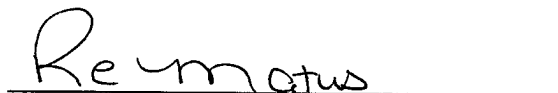
Abstained: A. Waters

Mayor Faienza asked if Anthony Salvatore would like to say a few words. Mr. Salvatore took the opportunity to thank the Council for the confidence they have placed in him and stated that he looking forward to working with them.

E. ADJOURN

Motion made by A. Spotts seconded by R. Newton and *unanimously carried* to adjourn the Special Meeting at 6:09 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Re Matus". The signature is written in dark ink and is positioned above a horizontal line.

Re Matus
Secretary

Report of The Town Manager Executive Search Committee

July 20, 2015

Dear Cromwell Town Council,

The executive search committee was formed in December of 2014 and consisted of Deputy Mayor Newton, Mertie Terry, Shirley Banic and myself. This group was formed to begin the work of finding a new Town Manager due to the premature departure of Mr. Sistare

We began our work in January of 2015 with our first search committee meeting. The first part of our work was to determine how to proceed with a search firm. MRI who did our first search agreed to do this second search for us at no charge even though we were past the one year guarantee of their original contract with the town. The search committee agreed that this would be the best choice and we began working right away.

We had our first meeting with Mr. Jutton from MRI in January and we began the process of beginning the search for our new Town Manager. Don posted the ad and we agreed as a search committee to look at all applications that were presented by CT Candidates.

The applications began coming in and Don began the process of vetting them. From that point on MRI worked the candidate list down to 10 potential candidates that went on to answer the essay questions.

Once the essay questions were answered the executive search committee met to discuss all the candidates and see who we would want to bring forward for interviews. We agreed to interview 4 candidates and we set up the interviews for May 20th.

At a special Town Council meeting on April 29th the search committee was converted from the committee of 4 to all the members of the Town Council. We had a follow up meeting on May 5th to update and give candidate packet information to the other search committee members.

We had our interviews on May 20th where we interviewed 4 candidates throughout the whole day. All the search committee members filled out a rating sheet to rate the candidates on various abilities of what it takes to be a Town Manager. We had several follow up meetings from that point on and it was agreed to cut the list to two. We then had another meeting in early June in which town Labor Attorney was present to go over the process moving forward as we were ready to make a final decision for the position.

We had discussions regarding the two candidates and in the end it was unanimously decided that the search committee recommend Anthony Salvatore as Cromwell's next Town Manager. Tony scored the highest amongst all the candidates; he met all the qualifications set forth by the Town Charter and Town Manager job description. The search committee feels that with his years of experience in management, organization, very strong work ethic and his great knowledge of the town that he is the best fit for the town and he has all the skills necessary to be a great Town Manager for the Town.

We did have a background check done by Baker and Associates which came by the recommendation of Attorney Weinstock's firm. I can verify that the background check came back completely clean.

Thank You,
Enzo Faienza

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CROMWELL, CONN.

Gloria Prendergast, Asst.
TOWN CLERK

AGENDA

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. CITIZEN COMMENTS

D. NEW BUSINESS

1. Report of Town Manager Search Committee.
2. Discussion and possible action -Recommendation of Search Committee concerning Town Manager Candidate.
3. Discussion and possible action -Adoption of Town Manager Search Committee's recommendations.
4. Discussion and possible action -Adoption of Town Manager Personal Services Agreement.
5. Discussion and possible action -Vote to authorize Mayor to enter into Personal Services Agreement with Town Manager Candidate.

E. ADJOURN