

Town Of Kingston
Senior Center Building Committee
Meeting Minutes
March 30, 2010

1. The Meeting was opened by Chairman Paul Gallagher at 6:00pm in Room 202. Other members present were Paul Armstrong, Muriel Boyce, Phil Burnham, Jack Burrey, Dave Colter, and Linda Felix.
2. The meeting centered around the 10 Applications we had received in response to our ad for a Clerk of The Works on the new Senior Center. He went on to say how he used the rating system that Jill Myers had handed out to all the members at the last meeting, March 22nd, and Paul explained to the Members how he went through the Applications and how we as members could bring all 7 members' thoughts together after studying each of the applications and the rating system since the last meeting.
3. Paul continued by polling each and every member on their voting process on each and every applicant and on each and every category question and then asked for each member's cumulative "vote" and their comments on the why's and wherefore's on each applicant.
4. At this point, the discussion ensued between all the members to come to a common denominator, based on the above reviews and individual ratings, for each applicant by a consensus equaling an individual number between 1 to 7, with 7 being the highest and best rating and 3 the lowest; this is due to the fact that 3 applicants were eliminated in the earlier discussions for lack of experience listed below in item 5 below.
5. Paul started with the first applicant listed, in alphabetical order, to poll each member for his or her individual ratings and why, which varied from having general overall building experience, familiarity with architectural background, management / general experience on similar projects, and practical experience for the job as advertised for our Clerk of The Works.

6. It was at this time that Paul took under advice a more detailed discussion with each member individually and then it evolved that the following ratings came out of these discussions based on the rating system described above and these applicants' ratings are hereby listed alphabetically as follows:

<u>Name of Applicant</u>	<u>Unanimous Rating</u>
Bargioni, Philip	4
Dalton, Frederick	5
Diesco, Jr., Daniel	1
Feeney, Patrick	0
Gleason, Ronald	7
Irving, Thomas	1
Jenkins, Jr., George	0
Maksey, Jr., George	0
Svenson, Jr., Fred	3
Veracka, Jr., John	3

7. At this point a **Motion** was brought forth by **Paul Gallagher and seconded by Phil Burnham to vote to bring the number of applicants to be called in to be interviewed from 5 down to 3. The Vote on this matter was defeated 6 - 1**, therefore keeping the number of applicants to be interviewed at 5; namely, in rating order, Gleason-7, Dalton-5, Bargioni-4, Svenson-3, and Veracka-3.

8. It was determined that in view of the Easter Holidays and the upcoming Annual Town Meeting, the next meeting would not take place for a couple of weeks. It is not known at this time if at that meeting, the interviews could take place and it was thought that ½ hour would be afforded to each applicant for the interview and a part of the interview would be our telling them just what we would be expecting they would be reporting to us as a Clerk of The Works. The Committee should also prepare a sheet of questions that we would want to ask each and every interviewee.

9. **A Motion was made** to approve the following **Minutes** - January 11th by Jack Burrey and seconded by Dave Colter; January 19th by Linda Felix and seconded by Muriel Boyce; February 9th by Muriel Boyce and seconded by Phil Burnham; and March 22 by Paul Armstrong and seconded by Dave Colter.

9. For information, Minutes outstanding at this time are July 29th, October 14th, December 17th, December 19th, all in 2009, and these of March 30th, 2010.

10. There being no other business to come before the meeting a Motion was made by Jack Burrey and seconded by Paul Armstrong to adjourn the meeting, it being 7:00 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ruthann Cassidy".

Ruthann Cassidy