

# TOWN OF SOUTHBOROUGH



## OFFICE OF THE BOARD OF SELECTMEN

TOWN HOUSE · 17 COMMON STREET · SOUTHBOROUGH, MASSACHUSETTS 01772-1662  
(508) 485-0710 · FAX (508) 480-0161 · selectmenoffice@southboroughma.com

December 27, 2018

To Members of the Southborough Community,

The Board of Selectmen in conjunction with the Fire Chief Search Committee ("FCSC") wanted to provide the public with a brief update on the search for the next Southborough Fire Chief to succeed Chief Mauro upon his retirement in early March.

Since the formation of the FCSC in early October, the Committee has met on numerous occasions to perform the following: 1) Post the job; 2) Provide a forum for public and Fire Department feedback; 3) Accept letters of interest for candidates; 4) Perform an initial cut of applicants; and 5) Perform initial interviews with those that did meet the job qualifications. The job qualifications were based on the Job Description that was reviewed and approved by the Board of Selectmen at their October 19, 2018 meeting.

After performing the above steps, the FCSC voted unanimously that there was an insufficient pool of applicants that met the job qualifications and have the ideal qualities to be a successful Chief. The FCSC felt it was important to put a pause in the process and not rush to a decision. To be clear, there were applicants from this initial pool that will be advanced to an Assessment Center, but there were not enough to provide an opportunity for the Board of Selectmen a diverse group to select from.

After meeting with the Board of Selectmen in Executive Session to walk through the specific details, the Board of Selectmen unanimously concurred with the recommendations of the FCSC. The FCSC is working with the hired consultant for the process, Municipal Resources Inc., to refine the job posting, which will go out in January. The Board of Selectmen will also revisit the job description at its January 2, 2019 meeting, to determine if any changes are needed to attract more potential candidates. The interview and Assessment Center process will then continue in earnest upon receipt and vetting of any new applicants for the job.

We are expecting that this will add approximately a month to a month and a half to the original timeline for the process. While Chief Mauro still plans to retire on March 4<sup>th</sup>, he has agreed to consider staying on in an acting Chief role until his successor is appointed to ensure continuity and stability for the Department.

Sincerely,



Lisa Braccio  
Chair, Board of Selectmen



Jason Malinowski  
Chair, Fire Chief Screening Committee