



Minutes of a Meeting of the Freetown Planning Board – February 13, 2018

Chairman Keven Desmarais calls a meeting of the Freetown Planning Board to order, taking place at Freetown Town Offices, 3 North Main Street, Assonet, MA 02702, at 5:00pm. Other members present: Mark Rogers, Jim Frates, Debra Robbins. Robert Jose is present at the meeting as a member of the Board of Selectmen, the Chairman of the Personnel Board. Also present is Town Administrator David DeManche.

The meeting is being recorded by Mr. DeManche, for the purpose of recording minutes.

1. Interview candidates for Planning/Land Use Administrator position.

The Planning Board is interviewing three candidates for this vacancy. The candidates are Phillip Duarte, Heidi Baacke and Anthony Luciano. A fourth candidate was selected for an interview, Kelsey Black, but did not appear before the Planning Board. Mr. Jose is sitting in as a member of the Personnel Board, not the Planning Board.

The Planning Board asks each candidate questions pertaining to their job experience and education, about their past experience with GIS mapping and plan reading, and familiarity with projects in Freetown. Potential time conflicts, as it relates to night meetings, were also discussed with each candidate. Candidates were also given the opportunity to ask questions of the Planning Board.

After each interview, each member of the Planning Board and Selectmen Jose scored the candidates on score sheets provided by the Personnel Board. Mr. DeManche did not score candidates.

After a discussion on the value of planning-related work experience and evaluation of the score sheets, the Planning Board's consensus is that hiring Heidi Baacke would be the Planning Board's recommendation to the Board of Selectmen, with Philip Duarte being the second choice. Selectman Jose will have Ali Golz in the Selectman's office check references for Ms. Baacke in an official capacity, and Mr. Duarte's should it not work with Ms. Baacke. Mr. Desmarais wants anyone on the Board to check out references and background information if they feel a need to do so, as well.

Motion made by Mr. Rogers, seconded by Ms. Robbins, to send to the Selectmen and Personnel Board Heidi Baacke as the number one candidate and Philip Duarte as the number two candidate. Motion carries unanimously.

2. Receive minutes of February 6, 2018

The Planning Board did not take up other items posted on the agenda.

Motion made by Mr. Rogers, seconded by Mr. Frates, to adjourn the meeting. Motion carries unanimously at 6:33pm.

Respectfully submitted,

Timm McIntosh, Senior Clerk

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JA Brown