

**Minutes from the special meeting held Tuesday, December 8, 2020 at 9:00 AM**

In accordance with Governor Baker's order, signed on March 12, 2020, suspending certain provisions of the Open Meeting Law G.L. c. 30A, §20, this meeting was held via conference call using Webex. As indicated on the agenda, instructions on how to join the meeting were available by emailing the Executive Director @ [bobrien@chelseama.gov](mailto:bobrien@chelseama.gov) before or during the meeting.

**Participating Remotely Were: Board Chairman, Mr. Joseph M. Siewko, Mr. Edward Dunn, Ms. Cheryl Watson Fisher and Mr. Richard Carroccino**

**Ms. Carolyn Russo, current 5<sup>th</sup> Board member, entered the meeting at 9:34 AM.**

**Also Participating Remotely: Mrs. Barbara A. O'Brien, Executive Director and Mr. Brian P. Monahan, Esq., Board Counsel**

Chairman Siewko opened the meeting at 9:00 AM and all present stated their name and title. Both Alexander Lowry whose interview was scheduled for 9:00 AM as well as Steven Martins whose interview was scheduled for 9:20 AM were also present.

Chairman Siewko began by explaining the remaining process relating to the selection of the Board's Fifth Member including the fact that the Board will convene on December 15, 2020 at which time they will deliberate and make a selection. The Executive Director explained that at the start of this meeting she emailed the Initial Evaluation Summaries to the 4 Board members currently present.

After Chairman Siewko thanked Mr. Lowry for applying for the Fifth Board Member position, Mr. Lowry gave a synopsis of his background and education. Mr. Lowry then answered questions from Chairman Siewko and other board members relating to his background and including the areas of M.G.L. c. 32 and 840 CMR, the expectations relating to the attendance at monthly and special board meetings and the educational requirements of board members.

At 9:15 AM Mr. Lowry's interview ended, Mr. Lowry left the meeting and Steven Martins' interview began. All present once again introduced themselves and Chairman Siewko re-stated the remaining process relating to the selection of the Board's Fifth Member.

After Chairman Siewko thanked Mr. Martins for applying for the Fifth Board Member position, Mr. Martins gave a synopsis of his background and education. Mr. Martins then answered questions from Chairman Siewko and other board members relating to his background and including the areas of M.G.L. c. 32 and 840 CMR, the expectations relating to the attendance at monthly and special board meetings and the educational requirements of board members.

At 9:32 AM Mr. Martins' interview ended and as requested by the third applicant, Carolyn Russo, the Executive Director contacted Ms. Russo and advised her that the second interview ended and that the Board was ready to begin her interview.

At 9:34 AM Ms. Russo joined the meeting and her interview began.

All present once again introduced themselves and Chairman Siewko re-stated the remaining process relating to the selection of the Board's Fifth Member.

After Chairman Siewko thanked Ms. Russo for applying for the Fifth Board Member position, Ms. Russo gave a synopsis of her background and education. Ms. Russo then answered questions from Chairman Siewko and other board members

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relating to her background and including the areas of M.G.L. c. 32 and 840 CMR, the expectations relating to the attendance at monthly and special board meetings and the educational requirements of board members.

At 9:44 AM Ms. Russo's interview ended.

In response to Board member Dunn's inquiry, the Executive Director stated that the Post-Interview Evaluations should be completed by the board members and returned to the Executive Director by December 11, 2020. The Executive Director explained that she will then compile the information and will email the summaries to the four Board members once the meeting begins on December 15, 2020.

At 9:47 AM Ms. Russo left the meeting.

Board Counsel stated that he received notice from one of the parties regarding the Susan Sullivan matter that is on appeal at DALA and stated since this matter is relating to ongoing litigation the Board will have to enter Executive Session for this discussion.

As instructed by Chairman Siewko, the Executive Director asked Ms. Russo to return to the meeting.

At 9:48 AM Ms. Russo returned to the meeting.

At 9:48 AM Ms. Watson Fisher made a motion seconded by Mr. Dunn to enter Executive Session for the matter relating to Susan Sullivan. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

At 9:48 AM Mr. Martins left the meeting.

At 9:59 AM the Board returned to Regular Session.

At 10:00 AM Mr. Dunn made a motion seconded by Ms. Watson Fisher to adjourn. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

Respectfully submitted,

Barbara O'Brien  
Executive Director

Members' Approval

  
Joseph M. Siewko, Chairman  
Richard Carroccino  
Cheryl Watson Fisher  
Edward M. Dunn, Ex Officio  
Carolyn M. Russo