



Lowell City Council

Auditor & Clerk Oversight SC

Michael Q. Geary
City Clerk

Date: February 22, 2022
Time: 6:00 PM
Location: City Council Chamber, City Hall / Zoom(Hybrid)

PRESENT:

Present on Roll Call were Chairman Gitschier, C. Robinson and C. Rourke. Also present C. Mercier, Mary Callery (HR), C. Scott, M. Chau, C. Drinkwater, C. Leahy, Ferdousi Farrique (DEI), C. Jenness, C. Yem, Solicitor O'Connor and C. Nuon

MEETING CALLED TO ORDER:

Chairman Gitschier called the meeting to order at 6:00 PM noting attendance and purpose of the meeting.

ORDER OF BUSINESS:

C. Gitschier opened meeting to the public and Ms. Danas of Coalition for Better Acre and Lowell Votes addressed the body. C. Mercier noted the process and questioned the need as there is a person who may have a consensus who should be explored. C. Mercier noted not fair to expose other applicants when there likelihood of success is low. C. Mercier also noted her concern with standardized questions for applicants. C. Robinson noted the process is about opportunity and there is a need. C. Robinson noted that standard questions is a good working base. C. Rourke noted that there is a job description that covers most questions and that there should be a salary range regarding posting of position. C. Rourke proposed time frame for process. C. Scott questioned job description. Ms. Callery noted it came out of Mass General Laws and commented on process for hiring prior managers. C. Gitschier questioned if standardized question are appropriate in this setting. Solicitor O'Connor noted that questions such as these can be used in this forum if tailored properly. C. Rourke noted that eleven members will be questioning applicants so that would be sufficient and interviews should be televised. C. Yem suggested questions be provided in writing to applicants before interviews. C. Scott commented on her experience on School Committee regarding hiring. C. Jenness noted that such questions may advantage applicants who interview later in the process. C. Leahy noted he wishes to see how applicants think on their feet. C. Drinkwater noted you can follow up on standard questions. C. Robinson noted that he would not want to have prepared



statements be part of interview. C. Rourke noted there will be eleven sets of questions and that should cover it. C. Scott noted you can challenge any answer. C. Gitschier noted attendance of all councilors and questioned aspects of the process including job description, salary range and advertising. Solicitor O'Connor noted any decision of the subcommittee must be approved by full Council. C. Gitschier noted that any process should be fair. Ms. Farrigue noted standardized questions can invoke further questioning and that public should be involved with process and perhaps assistance with consultants. Ms. Farrigue noted process should not be rushed if looking for long term position. C. Drinkwater questioned how candidates would be chosen. Ms. Callery commented on prior process regarding selection of candidates. C. Scott noted that a screening committee may be useful. C. Robinson noted that minimum requirements for position must be set. C. Gitschier noted initial steps should be set salary, job description and advertising. C. Leahy noted salary should be in line with other top officials in the City. C. Rourke noted any contract issues can be worked on between the parties. C. Mercier noted that there should be changes regarding present contract language with new contract. **Motion** by C. Gitschier, seconded by C. Robinson to post position from March 2 to March 18, 2022. Adopted per Roll Call vote, 3 yeas. So voted. **Motion** by C. Gitschier, seconded by C. Robinson to set salary range from \$195,000 to current salary of City Manager. Adopted per Roll Call vote, 3 yeas. So voted. C. Yem questioned length of employment. C. Gitschier noted once selected they would work out contract language. C. Rourke commented on job description provided by HR department and noted it would suffice. **Motion** by C. Rourke, seconded by C. Gitschier to accept job description with the addition of the salary range. Adopted per Roll Call vote, 3 yeas. So voted.

ADJOURNMENT:

Motion by C. Robinson, seconded by C. Rourke to adjourn. Adopted per Roll Call vote, 3 yeas. So voted.

Meeting adjourned at 7:00 PM.

Michael Q. Geary

City Clerk
