




Mary Callery  
Human Relations Director

## MEMORANDUM

**TO:** Thomas A. Golden, Jr., City Manager 

**FROM:** Mary Callery, Human Relations Director

**DATE:** July 6, 2022

**SUBJECT:** **MOTION RESPONSE: 2/8/2022 – Councilor E. Gitschier**– Req. City Mgr.  
Update The City Council On Hiring A Permanent Executive Director Of the Water Utility

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*The Executive Director of Water Utility position was posted on June 2, 2022 through June 16, 2022. The position was posted on the City's Employment Opportunities webpage and local non-profits and community organizations were notified. In addition, the position was listed with Indeed.com, Massachusetts Municipal Association (MMA), New England Water Works Association (NEWWA), and the Massachusetts Water Works Association.*

*Upon the position closing, applicants were reviewed and individuals were selected for interviews. Interviews were conducted by the Interviewing Committee which consisted of Assistant City Manager Shawn Machado and Human Relations Director Mary Callery. A candidate was selected by the Interviewing Committee and a recommendation will be sent to the City Manager for approval within the week.*