



# Lowell City Council

## *Special Meeting Minutes*

Michael Q. Geary  
City Clerk

**Date:** April 20, 2021

**Time:** 5:00 PM

**Location:** City Council Chamber/Remote Participation/Zoom

### **SPECIAL MEETING (CITY AUDITOR INTERVIEWS)**

#### **1. ROLL CALL**

Roll Call showed 9 present. (Remote – C. Chau, C. Conway, C. Samaras)

M. Leahy presiding.

#### **2. MAYOR'S BUSINESS**

##### **2.1. Interviews - Candidates (3) for City Auditor.**

In City Council, M. Leahy outlined procedure to be followed indicating an opening and closing statement by the candidates as well as questioning by the Councilors rotating by each candidate. Each candidate was present in the Chamber for the interview.

Susan Hickey was interviewed by the Council beginning at 5:15 PM. Ms. Hickey provided an opening statement outlining her work experience and volunteer work in the community. M. Leahy opened the matter up for questioning. C. Samaras composed questions regarding ensuring compliance by all departments with proper fiscal procedures. C. Rourke questioned about short/long term goals as well as any experience with setting policy and procedures. C. Nuon had questioned regarding municipal experience in terms of interaction with Dept. of Revenue as well as supervisory experience. C. Mercier commented on upcoming exam certification of the candidate and questioned her reasoning for applying for the position. C. Mercier questioned experience with different auditing practices as well as working with schools and attendance at meetings. M. Leahy questioned reasons for selecting Lowell as well as long term commitment to the position. C. Elliott questioned experience in the public and the private sector as well as any experience in responding to management letter. C. Elliott questioned experience with reconciliation and managing special funds and school accounts. C. Elliott questioned if candidate has been subject to employment contracts. C. Drinkwater questioned how she would use her New Hampshire municipality experience here in Lowell. C. Conway questioned ability to work for the Council and still interact with each department in the City. C. Conway asked how her first thirty days would look like. C. Chau questioned how she would make efficiency improvements and what are her procedures regarding oversight of contracts. C. Elliott



followed up with a question regarding procedures for purchase order deadlines. Ms. Hickey provided closing remarks ending her interview.

Angela Leung began her interview with an opening statement outlining her work experience with the State and her long term commitment to the position. M. Leahy welcomed the candidate and outlined interview procedure. C. Chau questioned how she would communicate to the Council and how she would oversee her staff. C. Conway questioned her ability to work with a financial team and further questioned how her first thirty days would proceed. C. Drinkwater questioned supervisory experience and what had drawn her to the City. C. Elliott commented on her work with the Inspector General and how she would handle response to a management letter. C. Leahy questioned why she would be attracted to the Lowell position. C. Mercier questioned experience with City and also reviewed various auditing practices. C. Mercier questioned where the candidate had heard about the position and what qualities did she possess to excel at the position. C. Nuon questioned her ability to learn new systems and what supervisory experience she may have. C. Rourke questioned what her short/long term goals may be and what management style did she use. C. Samaras commented on the knowledge of procedures and enforcing those procedures on others who not wish to follow them. Ms. Leung provided closing remarks ending her interview.

Post interviews, **Motion** by C. Elliott, seconded by C. Mercier to select the Auditor. So voted. C. Elliott noted it is usually a three year appointment by statute but referred that to Law Department. **Motion** by C. Elliott, seconded by C. Mercier to select Auditor, roll call followed in which Susan Hickey was unanimously selected on the first ballot. So voted. **Motion** by C. Elliott, seconded by C. Mercier to refer to Mayor, Law Department and Human Resource Department for discussion with selection regarding terms of employment. So voted.

### 3. ADJOURNMENT

In City Council, **Motion** to Adjourn by C. Drinkwater, seconded by C. Nuon. So voted.

Meeting adjourned at 7:10 PM.

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Michael Q. Geary, City Clerk