

**COMMITTEE ON PERSONNEL  
THURSDAY, MAY 28, 2020 AT 6:00 P.M.  
COMMITTEE ROOM  
WOBURN CITY HALL**

Voting Members Present: Chair Joanne Campbell, Alderman Michael Concannon  
and Alderman Robert Ferullo  
Also present: Director of Human Resources Elaine Pruyne

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**Reading of previous meeting minutes:** Motion made by Alderman Concannon and seconded by Alderman Ferullo to approve the minutes of the Personnel Committee meeting of January 13, 2020; all in favor, 3-0.

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Alderman Campbell stated that this meeting will be held in Executive Session pursuant to M.G.L. Chapter 30A, Section 21(a)(8) and that the committee will not reconvene in public. Chairman Campbell stated the committee will interview five candidates tonight for the position of Director of the Council on Aging. Motion made by Alderman Concannon and seconded by Alderman Ferullo to ratify the actions of the Personnel Committee at its meeting on May 20, 2020; all in favor, 3-0. Chairman Campbell said the committee will ask a series of interview questions to each candidate. She said she may skip some questions if she feels the candidate has already provided enough information and an answer would be redundant. She said the candidates will be interviewed in the following order: Gene Mazzella, Rose Rizzo, Scott Rich, Lauren McDonald-Roffi and Marie Lingblom. She said Stephen Fielding was one of the five semifinalists but decided to withdraw his name from consideration. **Gene Mazzella** – Chairman Campbell asked Mr. Mazzella to “Please take a few moments to tell us about yourself and your experience that would be helpful in assessing you for the COA Director’s position and why you are interested in the position.” Mr. Mazzella said the city of Woburn is going to need a very competent and seasoned professional leadership after the departure of current COA Director Joanne Collins. He said no one knows what the terrain is going to look like at the Senior Center once the Covid-19 restrictions ease. He said he has experience dealing with Covid-19. He said he is a compassionate individual who is beyond fierce in his advocacy. He said he is an architect of programs, an innovator, a fund-raiser, a grant writer and a networker who is deeply involved with Massachusetts COA. He said he is a team leader and a team player. He said he is multi-cultural and multi-dimensional. He said he is a care giver. He said he is a compassionate individual who has been dealing with hospice for his two aunts. He said he has a track record of serving the elderly. He said he thrives on clear communication and he needs clear direction, but he does not like to be micromanaged. He said he can see the forest through the trees. He said elder services will be a new ball of wax after the Covid-19 pandemic settles down. He said he is also a program person. He said he is self-directed, motivated and well-oriented. He said 9-5 doesn’t exist for him. He said he continues to get it done until he feels like the day is over. He said he is originally from Dorchester. He is currently in a long-term relationship with a woman from Wellesley and he lives with her children. He said they also have three fur babies; two cats and a dog. He said Covid-19 is going to impact every aspect of councils on aging. He said he

was high on the list of candidates to become COA director in Carlisle. He said he did not want to leave his position in Avon as the pandemic surge was approaching. Chairman Campbell asked, "What is the role of the Council on Aging?" Mr. Mazzella said the role the Council on Aging is the front line of elder services. He said the COA needs to be there not only for the people who are able to attend the center but also for the people who are home bound. He said the COA has an obligation to meet the needs of those people who are not low-hanging fruit. Chairman Campbell asked Mr. Mazzella to "Describe (his) experience with program reporting, financial reporting and grant writing." Mr. Mazzella replied he is already active doing monthly reports to various boards and audiences. He said he is very aggressive when it comes to keeping records. He said he is experienced in that type of reporting. He said he has been involved in grant writing and has brought a lot of grants to Avon. Chairman Campbell asked, "Specific responsibilities of the COA Director are listed in the job description are 'Developer and implements a variety of social, recreational, educational, advocacy, transportation, fire safety and health-related programs for the elderly.' What are some of the projects that you have worked on or implemented for mature individuals?" Mr. Mazzella replied that he developed a healthy living program with Tufts that was expanded regionally with four other communities. He said the goal was to create better communication with seniors to give them access to healthy living activities. He said he helped develop a robust program with trips. He said the food program was also expanded in Avon. Chairman Campbell asked "The Senior Center is closed due to the Covid-19 pandemic. How do we move forward with reopening the Senior Center? What safety procedures might need to be implemented to keep the visitors safe? What new programs can be implemented during this time of Covid-19 so that seniors can be at home but still be able to connect socially with other people?" Mr. Mazzella said every community will have to handle things differently. He said the governor must give certain sets of permission. He said he will be looking for guidance from the state for the best way to open the council on aging without putting seniors at risk. He said seniors will have to be made aware the senior center is open. He said Avon developed a meals program that was operated out of the schools when Covid-19 hit. He said there were meal deliveries to 105 people. He said wellness checks of people they had never seen before were also incorporated. He said they started reaching out to the seniors who were most vulnerable. He said they did robocalls. He said they reached out to every single person in the community. He said when the senior center re-opens, he wants to minimize the risk for attendees. Chairman Campbell asked, "What would your co-workers say are your greatest assets and what skills would they say you need work on?" Mr. Mazzella said his colleagues would say he is driven, and he is passionate about helping seniors. He said they would probably say he needs to better articulate what's in his head. Chairman Campbell asked, "What do you see as the primary challenges facing the Woburn COA?" Mr. Mazzella said there will be a big change when the beloved director retires after 20 years, and he knows there is going to be resistance. He said that is going to be the biggest challenge facing the new director. Chairman Campbell asked Mr. Mazzella if there is anything else important that the committee should know about him. Mr. Mazzella said one of the most important things the committee should know about him is when he worked with the city of Boston, he developed an initiative that went into 16 neighborhoods in Boston. He said the program incorporated hundreds of volunteers who knocked on doors to connect with seniors. Chairman Campbell asked Mr. Mazzella if he could give references to the committee. Mr. Mazzella said he has many references and he could provide the committee with several meaningful ones. Chairman Campbell asked Mr. Mazzella to pick a couple. Mr. Mazzella asked what the process will be from here out. Chairman Campbell said the committee, if it feels it is

ready, will pare the field of five semifinalists to three finalists that will be interviewed by the Personnel Committee as a committee of the whole. **Rose Rizzo** - Chairman Campbell asked Ms. Rizzo to "Please take a few moments to tell us about yourself and your experience that would be helpful in assessing you for the COA Director's position and why you are interested in the position." Ms. Rizzo replied she has an MSW from Boston College and she is an LCISW who is employed as a case worker at Mystic Valley Elder Services in Malden. She said she specialized in gerontology at Boston College. She said she has known since a young age that she wanted to work with the elder population. She said she has been at Mystic Valley for about five years. She said after 2.5 or 3 years she became a mentor who trained new staff. She said she was promoted and now she has her own team. She said there is a lot of interdisciplinary collaboration which she said will be to her benefit in her role as the Council on Aging director in Woburn. She said the only reason she would leave Mystic Valley is because she has gone as high as she can, and she would like to see what the next goal is. Chairman Campbell asked Ms. Rizzo to clarify the acronyms "MSW" and "LCSW." Ms. Rizzo replied "MSW" stands for "Master's (degree) in Social Work," and "LCSW" stands for "Licensed Social Worker." She said she has been licensed for about a year. Chairman Campbell asked, "What is the role of the Council on Aging?" Mr. Rizzo replied she believes the Council on Aging is a resource for the aging population and a place where seniors can navigate difficulties. She said she believes families are a package deal. She said that is important to take that into account as well. Chairman Campbell asked Ms. Rizzo to "Describe (her) experience working with the mature population and people with various/special needs." Ms. Rizzo said while she has worked at Mystic Valley, she has worked with people who have mental health issues, are addicted to drugs or alcohol, and other challenges. She said she is overseeing more than 500 clients right now. She said she interviews new case managers. She said she has a variety of expertise with different aspects of the elderly population. Chairman Campbell asked Ms. Rizzo to "Describe (her) experience with program reporting, financial reporting and grant writing." Ms. Rizzo replied grant writing is an area in which she needs to improve. She said she does not have any experience in financial reporting. Alderman Concannon asked if there is nothing about her job that requires her to report about the status of her clients. Alderman Ferullo asked Ms. Rizzo how her work is documented. Ms. Rizzo said everything she does needs to be documented within 24 hours. She said she is very busy with documentation at Mystic Valley. She said there is an overall financial review for all their clients. She said they don't ask for bank accounts. Alderman Ferullo asked if Ms. Rizzo has any aides over which she has supervisory responsibility. Ms. Rizzo said her team consists of eight case manager and two nurses. Alderman Ferullo asked Ms. Rizzo if she can hire employees. Ms. Rizzo said she cannot, but she does participate in interviews. Alderman Ferullo asked if Ms. Rizzo must live within a budget. Ms. Rizzo said there is a maximum and minimum spending for each program. Chairman Campbell asked, "Based on the listed job responsibilities for the COA Director's position, what is the most appealing aspect of the job?" Ms. Rizzo replied she is looking forward to working with people. She said she loves collaborating with all the different department when they come together. She said there are interdepartmental meetings at Mystic Valley, and it is phenomenal to see that so many different departments can come together to help clients. She said everything is done on behalf of clients. Chairman Campbell asked, "Specific responsibilities of the COA Director are listed in the job description are 'Developer and implements a variety of social, recreational, educational, advocacy, transportation, fire safety and health-related programs for the elderly.' What are some of the projects that you have worked on or implemented for mature individuals?" Ms. Rizzo said Mystic Valley is starting social

programs, and that they previously did not have that sort of thing. She said the social programs are designed for people who are stuck at home due to Covid-19. She said they are hiring people who do peer-to-peer interactions. She said they also started a caregiver support group. Chairman Campbell asked “The Senior Center is closed due to the Covid-19 pandemic. How do we move forward with reopening the Senior Center? What safety procedures might need to be implemented to keep the visitors safe? What new programs can be implemented during this time of Covid-19 so that seniors can be at home but still be able to connect socially with other people?” Ms. Rizzo said Mystic Valley is also struggling with the impact of Covid-19. She said she expects there will be emphasis on wearing PPE, on cleaning and social distancing once the center re-opens. She said there also needs to be some sort of mental health support system for elders. She said there needs to be some sort of hotline established or therapy to make sure the elders are ok mentally. She said she has seen a lot of clients with severe depression and suicide attempts. She said depression is a much more common condition than it was 10-12 months ago. She said once the Senior Center opens it will be important to get people to come out. She said there need to be social events with social distancing to give people a sense of normalcy.

Chairman Campbell asked “What challenges do you see in working with the senior population? How do you handle those challenges?” Ms. Rizzo said she has thought about this question a lot. She said sometimes people are impatient with seniors, but she is used to clients who call seven times a day. She said she is used to tracking down clients. She said she thinks she has a lot of patience. She said the aging population is not usually the most well-represented and she sees part of her role as an advocate for them. Chairman Campbell asked, “What would your co-workers say are your greatest assets and what skills would they say you need work on?” Ms. Rizzo said she is incredibly organized and patient. She said she realizes she doesn’t always know all the answers, but she knows where to go to get the answer. She said she does not have the strongest background in grant writing. Chairman Campbell asked Ms. Rizzo if there is anything else important that the committee should know about her. Ms. Rizzo replied she has a good rapport with the aging population. She said she is a hard worker and that she is dedicated. Chairman Campbell thanked Ms. Rizzo for her time.

**Scott Rich** – Mr. Rich said he lives in Hadley, which is on Route 2 near Amherst. He said he worked in Springfield for Mass. Mutual for years. Chairman Campbell asked Mr. Rich to “Please take a few moments to tell us about yourself and your experience that would be helpful in assessing you for the COA Director’s position and why you are interested in the position.” Mr. Rich said he worked for a number of years in human resources and financial resources. He said he has managed teams. He said he started as a sales manager. He said he has human resources experience. He said he has done recruiting for Fortune 500 companies. He said he has a good track record of hiring and developing people. He said he likes to bring in talent that has different skills sets than his. He said he has done public speaking. He said he worked in that industry for 25 years and then he decided he wanted to do something for an encore career. He said his mother has Parkinson’s disease and that motivates him. He said he sees how the elderly are treated and that gave him the motivation to want to make a difference. He said he is going to graduate from UMass with a degree in gerontology. Chairman Campbell asked “What is the role of the Council on Aging?” Mr. Rich replied the role of the Council on Aging is to put programs in place that give seniors a sense of dignity and purpose. Chairman Campbell asked Mr. Rich to “Describe (his) experience working with the mature population and people with various/special needs.” Mr. Rich replied he has done a number of things for the elderly in terms of financial planning. He said his education at UMass has taught him a great deal about health, and funding and public policy issues. Chairman Campbell asked

Mr. Rich to “Describe (his) experience with program reporting, financial reporting and grant writing.” Mr. Rich said he has never written grants, per se, but said he thinks he that is a very learnable skill. He said he has a lot of skills that are related to the director’s job. He said he has a 4.0 GPA and graduated 10<sup>th</sup> in his class at Fairfield University. He said he writes voraciously. Chairman Campbell asked, “Based on the listed job responsibilities for the COA Director’s position, what is the most appealing aspect of the job?” Mr. Rich replied the most appealing aspect of the job is being able to work with seniors in the community. He said he is a big proponent of person-centered care. Chairman Campbell asked “The Senior Center is closed due to the Covid-19 pandemic. How do we move forward with reopening the Senior Center? What safety procedures might need to be implemented to keep the visitors safe? What new programs can be implemented during this time of Covid-19 so that seniors can be at home but still be able to connect socially with other people?” Mr. Rich said we must go back to basics, with the implementation of masks, social distancing and hygiene. He said there needs to be testing to determine if people have had Covid-19 before they can enter the building. He said preventative steps are crucial because the effect of Covid-19 on seniors has been worse than it has on the rest of the population. He said that while there has been an increase in the use of technology during the pandemic, nothing can replace face-to-face contact, but noted he has trained people how to use the Zoom and Microsoft Teams platforms. He said there are phone applications that are specifically designed for seniors. He said getting family engagement will be important. He said recovery from the pandemic at the senior center will require several months. Chairman Campbell asked Mr. Rich “What do you see as the primary challenges facing the Woburn COA?” Mr. Rich replied he is aware the senior center director was there a long time and part of the challenge will be getting the seniors to accept that change is happening. He said the older population is growing and there is a scarcity of resources. He said it will be a challenge to get additional funds. He said until the U.S. prioritizes putting seniors into the positions, they deserve this is going to be an ongoing process. He said there needs to be a much stronger effort to support seniors. Chairman Campbell asked, “What would your co-workers say are your greatest assets and what skills would they say you need work on?” Mr. Rich said his greatest asset is being able to coach people and to help them get better at what they are involved with. He said he can take tasks that are given to him and manage demanding goals. He said he thinks he can be a very effective director of the senior center. He said he tends to get frustrated at times. He said as he’s aged, he has gotten much more understanding. Chairman Campbell asked if there is anything else Mr. Rich feels it is important for the committee to know. Mr. Rich said if the committee is looking for someone who can really lead an organization, he is the ideal candidate. He said very few people have degrees in gerontology. He said he is willing to consult with people. He said he has financial service knowledge. He said very few people in the gerontology field have his background in human resources. He said his ability to develop centers of influence within a community is very strong. He said his combined skill sets are very strong. He said he would be willing to re-locate. He said he can get an apartment and sell his house. He said he is planning on moving anyway. **Lauren McDonald-Roffi** - Chairman Campbell asked Ms. McDonald-Roffi to “Please take a few moments to tell us about yourself and your experience that would be helpful in assessing you for the COA Director’s position and why you are interested in the position.” Ms. McDonald-Roffi said she is a life-long Woburn resident. She said she graduated from UMass-Amherst. She said she is now raising her family in Woburn. She said since graduated from college she has worked at Mystic Valley Elder Services as a clinical case worker. She said she has been doing that for five years. She said working with the elder population is something she is

passionate about. She said she would enjoy working in her own community. She said she is a licensed social worker. Chairman Campbell asked Ms. McDonald-Roffi what she thinks the role of the Council on Aging is. Ms. McDonald-Roffi said she thinks the COA is a place for people to turn to much more than a place to go. Chairman Campbell asked Ms. McDonald-Roffi to “Describe (her) experience working with the mature population and people with various/special needs.” Ms. McDonald-Roffi said she started at Mystic Valley in 2012. She said Mystic Valley serves people over age 60 and those with disabilities. As a case manager, she saw elderly people in the homes and now she is in a clinical case worker role. She said she manages a reporting program and a program for individuals who need acute care. Chairman Campbell asked Ms. McDonald-Roffi to “Describe (her) experience with program reporting, financial reporting and grant writing.” Ms. McDonald-Roffi said she has attended monthly hub meetings, and there she has seen the importance of collecting data. She said data is collected from DCF, emergency services, and public safety entities. She said she assists with data collecting. She said she has collected data, but she has not written reports. Chairman Campbell asked Ms. McDonald-Roffi what she thinks is the most appealing aspect of the job. Ms. McDonald-Roffi replied she loves working with the older population. She said she worked at Moore & Parker and that’s where she fell in love with working with the elderly. She said Director of the Council on Aging is her dream job; her professional Moore & Parker. Chairman Campbell asked, “Specific responsibilities of the COA Director are listed in the job description are ‘Developer and implements a variety of social, recreational, educational, advocacy, transportation, fire safety and health-related programs for the elderly.’ What are some of the projects that you have worked on or implemented for mature individuals?” Ms. McDonald-Roffi replied she created a hoarding program at Mystic Valley that incorporates health agencies. She said she trained tow aides. She said she came up with a plan and executed it. She said she got the hoarding program off the ground. She said she meets with aides on a weekly basis. She said safety is the primary aim of the hoarding program, but the main goal is allowing people to remain in their homes. Alderman Ferullo asked what happens when someone gets kicked out of their housing. Ms. McDonald-Roffi said there is a long road before that happens. She said the options after that are a nursing home or a shelter. She said she wished there were better solutions than that. Chairman Campbell asked “The Senior Center is closed due to the Covid-19 pandemic. How do we move forward with reopening the Senior Center? What safety procedures might need to be implemented to keep the visitors safe? What new programs can be implemented during this time of Covid-19 so that seniors can be at home but still be able to connect socially with other people?” Ms. McDonald-Roffi said she thinks it’s going to be a mixed bag. She said there are people who are going to stay at home and people who are going to want to return to the senior center right away. She said the senior center will have to open slowly and methodically. She said she thinks the dynamic at the senior center is going to be different than before. She said she thinks people who attend the senior center will be meeting in smaller groups. She said she thinks there will be an increased use of technology. Chairman Campbell asked Ms. McDonald-Roffi if she is comfortable with technology. Ms. McDonald-Roffi said she has run multiple Zoom meetings. She said she is up to speed. Chairman Campbell asked Ms. McDonald-Roffi what she sees as the primary challenges facing the Woburn COA. Ms. McDonald-Roffi said she would like to see greater use of social media to let the membership know what’s going on there. She said she wants to show people what programs might be beneficial to them. Chairman Campbell asked if Ms. McDonald-Roffi can develop that type of program. Ms. McDonald-Roffi said she is creative. She said she can do something that will make connections. She said she can find out what people’s specific interests

are. Chairman Campbell asked, "What would your co-workers say are your greatest assets and what skills would they say you need work on?" Ms. McDonald-Roffi said her co-workers would say she is very passionate. She said a lot of her colleagues come to her with their problems and she offers solutions. She said she would say she does not know when to give up. She said she is very persistent. She said she works until the bitter end and her colleagues would say she has to know better when to let things go. Chairman Campbell asked if there is anything else the committee should know about Ms. McDonald-Roffi. Ms. McDonald-Roffi said her strength is building relationships. She said she has supervisory experience. She said at Mystic Valley her team is diverse. She said she is not into absolutes. She said she can see all sides of an issue. Chairman Campbell said she has reviewed Ms. McDonald-Roffi's references and they are very impressive. She said a lot of people have a lot of good things to say about Ms. McDonald-Roffi. Alderman Ferullo said he likes the notion that Ms. McDonald-Roffi has worked with police departments. He cited her work with the Chelsea Police Dept. Ms. McDonald-Roffi said Chelsea has changed dramatically. Chairman Campbell asked if Ms. McDonald-Roffi has any questions for the committee. Ms. McDonald-Roffi asked what the timeline of the hiring process will be. Chairman Campbell said the committee hopes to select three finalists tonight who will be interviewed by the committee of the whole next week. Alderman Concannon said the city hopes to have a new director at the senior center by July 1. Director Pruyne agreed July 1 is the goal for the new hire to start. **Marie Lingblom** - Chairman Campbell asked Ms. Lingblom to "Please take a few moments to tell us about yourself and your experience that would be helpful in assessing you for the COA Director's position and why you are interested in the position." Ms. Lingblom said she became interested in the position when she found out COA Director Joanne Collins was leaving. She said she and Ms. Collins had a close working relationship. She said she has been involved with the activities at the senior center through her role as the mayor's assistant. She said she thought right away she would be a good fit for the director's role. She said she got really excited at the prospect of the opportunity. She said she thinks it will be a good opportunity to build on what Ms. Collins has accomplished put her own stamp on it. Chairman Campbell asked Ms. Lingblom what she feels is the role of the Council on Aging. Ms. Lingblom said the COA serves an advocacy role and to provide services. She said the goal of the senior center should be to provide all the things we need as human beings, with a focus on seniors. She said the senior center provides podiatry and tax services, along with a wide range of activities. Chairman Campbell asked Ms. Lingblom to "Describe (her) experience working with the mature population and people with various/special needs." Ms. Lingblom replied that she has participated in a lot of different programs designed for seniors through her work in the mayor's office. She said there is an employee in the office named Jodi Ann who comes in once a week to shred paper because she wanted more socialization and the two of them have developed a close working relationship. She said she has developed a close working relationship with Billy Landy, a part-time custodian at City Hall with special needs. She said she has also developed a lot of relationships in her personal life with people with special needs. She said she developed a program with restauranteurs in the downtown area to support the local food pantry. She said \$14,000 in gift certificates will be distributed through the program, with another round being delivered on June 15. She said she was the co-founder of the Senior Red Sox Day program. She said it was her idea to increase the property tax exemptions for seniors. She said she thinks she has a natural empathy for people, especially seniors. Chairman Campbell asked Ms. Lingblom to "Describe (her) experience with program reporting, financial reporting and grant writing." Ms. Lingblom replied she has been a collaborator but not a sole writer of grants. She said she has

been a program manager in a number of different capacities. She said she is a member of the Cummings Foundation and has been responsible for in-depth review, including site visits. She said that is an incredible experience. She said she has had the time of her life working in the mayor's office. She said she has been a writer, and that she can write anything. She said her experience in financial reporting as a trustee has mostly consisted of a role as an assistant. She said when she worked as Mass. Hi-Tech she wrote financial news. She said she also has experience as an editor. Chairman Campbell asked Ms. Lingblom what she thinks is the most appealing aspect of the job. Ms. Lingblom said she is most looking forward to working with people. She said she wants to capitalize on the good will she has earned in the community. She said she wants to have the ability to help people. She said she does not think there is anything that can be thrown at her that she cannot handle. Chairman Campbell asked "The Senior Center is closed due to the Covid-19 pandemic. How do we move forward with reopening the Senior Center? What safety procedures might need to be implemented to keep the visitors safe? What new programs can be implemented during this time of Covid-19 so that seniors can be at home but still be able to connect socially with other people?" Ms. Lingblom said technology is helping. She said not all seniors are using technology. She said there is a phone tree. She said the COA has done a good job of connecting members. She said she does not know when the senior center will re-open. She said when it does, she expects there will be smaller group. She said there is enough land at the senior center to develop a community gardens program. She said such a program could pair younger seniors with older seniors. She said there has to be a collaborative effort. She said there could be an expansion of outdoor activities. She said there could be an expansion of other programs like creative writing, art or photography. She said Geraldine Kehoe might be a good person to help with those programs. She said volunteers could be solicited to visit people in their homes. She said the transportation program is great but it is mostly focused on taking people to the senior center., She said she has worked closely with Board of Health Nurse Karen DaCampo. She said she is hopeful she can organize a telephone town hall with seniors. She said most everyone has a phone. She said she knows she can make it successful. Chairman Campbell asked what challenges Ms. Lingblom sees with working with the senior population and how she will handle those changes. Ms. Lingblom has learned never to make a promise you can't keep. She said there was no playbook in the mayor's office. She said she has a great relationship with Christine Coakley at New Horizons. She said it is a responsibility we all have. She said she is excited to make the Woburn COA a model for other communities. Chairman Campbell asked "What would your co-workers say are your greatest assets and what skills would they say you need work on?" Ms. Lingblom said her greatest asset is her empathy. She said she cares deeply. She said she is loyal. She said she brings the best of herself to any thing she does. She said she can be a perfectionist, but she has developed great relationships with anyone with whom she has worked. She said she can wear her heart on her sleeve a little bit, but she thinks she can work on that. She said former City Hall colleague Jeanne Foley helper her work on that. She said she is very direct. She said she is very empathetic. She said she likes people to be direct with her. Chairman Campbell asked Ms. Lingblom if there is anything else the committee should know about her. Ms. Lingblom said she is excited about this opportunity and she knows she can do this job. She said she is hopeful. She said the committee members know her. She said she hasn't been this excited about something in a long time. Chairman Campbell said the committee will whittle the field to three finalists who will be interviewed again next week.



Chairman Campbell asked Alderman Concannon and Alderman Ferullo who they thought stood out. Alderman Concannon said he was very impressed by Ms. McDonald-Roffi. Chairman Campbell said she agrees Ms. McDonald-Roffi was impressive. She asked what the committee members thought of Mr. Mazzella. Alderman Concannon said he thinks Mr. Mazzella is right in the middle as the third-best candidate. Alderman Ferullo asked Alderman Concannon who is number two candidate is. Alderman Concannon said if all other things are equal than a decisive factor for him is someone who has a strong familiarity with Woburn. He said he does not want to pick someone who is a COA director in another community and hope that those skills fit in Woburn. He said he wants someone who gets it and knows what's going on at the senior center. He said Mr. Mazzella, Ms. Rizzo and Mr. Rich all seem like wonderful people but none of them blew him away enough to override his preference for someone with a local connection. He said he was impressed with Ms. McDonald-Roffi's maturity and professionalism. He said he has known Ms. Lingblom forever and he is aware of what she has done for the city. He said he is impressed with Ms. Lingblom's enthusiasm and compassion. He said he would like to at least see Ms. McDonald-Roffi and Ms. Lingblom among the three names the committee puts forward. Alderman Ferullo said he agrees with Alderman Concannon's comment about moving forward with Ms. Lingblom and Ms. McDonald-Roffi. Chairman Campbell said the committee also needs to take into consideration the status of the Covid-19 pandemic. She said the COA needs someone who is seasoned and has dealt with COA-related issues. Alderman Ferullo said the committee does not need to re-write the book from zero. He said the things Ms. McDonald-Roffi is doing in her current role seem to be where senior services are heading, with more remote programs. Chairman Campbell said she liked Mr. Mazzella. She said he seems to be a jovial person. Director Pruyne said Mr. Mazzella was 10 minutes late for the interview. Alderman Concannon said Mr. Mazzella mentioned he was a finalist for the COA director's role in Carlisle but he did not state whether Carlisle filled the position. Chairman Campbell said Ms. Rizzo seemed very nice, but it doesn't seem like she is ready to take on this type of job. Chairman Campbell said Ms. McDonald-Roffi was fabulous. She said she felt like Ms. McDonald-Roffi opened up toward the end of the interview and she wished they could get into more of what she was talking about. Alderman Ferullo said Ms. McDonald-Roffi reminded her of Joanne Collins. Chairman Campbell said she thinks Ms. Lingblom gave an excellent interview. She said she is concerned because Ms. Lingblom has not worked directly with the elderly. She said you really have to know this age group. Alderman Concannon said he thinks the way Ms. Lingblom deals with the elderly is one of her strong points because he has seen the way she interacts with her elderly family members. He said he thinks Ms. McDonald-Roffi also has the ability to connect with the elderly. He said he thinks both Ms. McDonald-Roffi and Ms. Lingblom have that ability. Chairman Campbell said she thinks Mr. Rich could help the city, but that he does not have enough experience working with the elderly population. Alderman Concannon said he appreciates Mr. Rich's willingness to change careers but most of his experience is in finance and insurance. He said Mr. Rich has no connection to Woburn. Chairman Campbell said her top three candidates are Mr. Mazzella, Ms. McDonald-Roffi and Ms. Lingblom. Alderman Ferullo said those were also his top three. Alderman Concannon said he agrees. Director Pruyne said she thought Ms. McDonald-Roffi was excellent. Chairman Campbell said she liked Ms. Lingblom's enthusiasm. Motion made by Alderman Concannon and seconded by Alderman Ferullo to nominate the following candidates as finalists for the position of Director of Council on Aging: Gene Mazzella, Lauren McDonald-Roffi and Marie Lingblom; all in favor, 3-0. Director Pruyne asked what date and time the final interviews will. Chairman Campbell asked if June 3 or June 4

work. Alderman Concannon said he could attend either date. Chairman Campbell asked if the meeting could be held in City Council Chambers. Alderman Concannon said they can make it work. Chairman Campbell said they can use the chamber if the aldermen are placed eight feet or more. Chairman Campbell directed the clerk to poll the members as to whether June 3 or June 4 is a better date and then post the meeting. Director Pruyne asked if a half-hour will be allotted to interviews for the finalists. Chairman Campbell said the interviews will be a half-hour each. Alderman Concannon asked if the committee of the whole will be posing the same questions as tonight. Chairman Campbell said she would like to come up with a few more questions. Alderman Ferullo said he likes the open-ended questions. Chairman Campbell said the meeting will begin at 6 p.m., on June 3 or June 4.

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Motion made by Alderman Ferullo and seconded by Alderman Concannon to adjourn, all in favor, 3-0. Meeting adjourned at 8:48 p.m.

Attest: \_\_\_\_\_  
Gordon Vincent, Clerk of Committees