

**COMMITTEE ON PERSONNEL
JUNE 15, 2015 AT 9:07 A.M.
COMMITTEE ROOM
WOBURN CITY HALL**

Attending: Chair Rosa DiTucci, Alderman Mark Gaffney, and Alderman Michael Anderson

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To discuss the appointment of a new City Auditor and develop a plan for interview process: Chair DiTucci proposes that the committee enter into Executive Session due to the nature of interviewing candidates, citing Chapter 30A, Section 8. Motion was made and seconded to go into Executive Session per M.G.L. Chapter 30A, Section 8. ROLL CALL: Alderman Anderson–Yes; Alderman Gaffney-Yes; Chair DiTucci – Yes. The Vote was all in favor, 3-0.

ALISON D.B. NADEAU: Responding to the Chair’s questions, Ms. Nadeau stated that she grew up in Connecticut; that she worked at State Street Bank in Hartford, was offered Boston; that she comes from a small family who values education and hard work; that loyalty and family is very important; that she lives in Wilmington; that transparency is important; that fiscal responsibility and honesty is important; that she has a degree in finance/banking; that she has worked with municipalities with bond issues and is familiar with bond reserves; that she has had no budget experience; that she has worked on the trustee side of things; that she has seen financial reports but not prepared them; that she doesn’t have a lot of experience with retirement boards; relative to fraud control, the industry has become more regulated; that she is very aware of fraud risk; that she has not had experience with capital projects; that she has worked with Microsoft Word and Excel; that she has worked with corporate trusts and client analysis; that she was directly involved with a situation with a client who had fraudulent activity on her accounts where she put her at ease and reviewed the safeguards; that she doesn’t supervise employees; that co-workers would say that she is diligent and informative; that she doesn’t know much about Woburn but that it is a fiscally responsible town; that she is looking for a change and closer to home; that she is looking to make an impact; that she has dealt with escrows mostly; that she worked with underwriters; and that she is a quick learner; and that she is looking for anything with numbers.

Motion was made and seconded for a recess. The Vote was all in favor, 3-0. (9:27 am); Reconvened: (9:49 am)

RICHARD VISCAI: In response to the Chair’s questions, Mr. Viscay stated that he is married with two daughters; that he was publically educated; that he started working with the Department of Revenue, went to Wenham as the Town Accountant; that he was recruited by Mayor Driscoll; that he had the opportunity to be the Chief Financial Officer for Everett where he worked for Mayor DiMarino; that he will make sure they all follow the law of Massachusetts and stay out of trouble; that he has been doing this for fifteen years; that he knows the Department of Revenue inside to outside; that he dealt with the City Council in Salem; that Everett went through transition; that as CFO, he has overseen

all; that the position of Auditor is a draw because it's not 24/7 and consuming his life; that he created the budget process in three communities; that he is a member of GFO; that he got the GFO award; that he implemented the program; that he is familiar with warrants and has done it all; that he transformed Everett to align with Salem and GFO; that he does the forecasting and debt exclusions from DOR; that he was the ex officio member of the retirement board(s) for ten years; that he has always been responsible and a point person; that he had coordinated with the Clerk of Committees; that he coordinated the entire process; that he works with the DOR which he learned from the inside/out; that fraud control to him is 'don't steal' and accountability; that he is familiar with fraud audits and risk assessments; that he is well versed; that he hates to see people steal time; that he worked with the MUNIS program in Salem and is aware of all software; that he can function with any software; that when he went to Everett, he converted the whole system over to UMAS; that he uses his brain to gather data and create spreadsheets; that he is great at numbers; that he is very proficient in all software; that he does the financial data every month; that the ANF Committee gets together and posts all warrants; that as the auditor, he does the warrant reports and brings to the committee meetings; that he does budget presentations, five-year forecasting and bond rating; that the new Charter requires public meetings; that he standardizes the year to date; that he does the revenue budgets to keep capacity; that he likes a 12-month cycle for capital projects; explained the Free Cash in Everett; that his biggest problems are with audits; that Everett had five material issues which he corrected all; that he fixed abatements; that he has written corrective action plans; that he currently oversees directly the Auditor, Assessor and Budget Director; that he deals with the Department Heads; that he has worked actively with union negotiations and collective bargaining; that he is a four-person department; that his co-workers would say that he's good to work for; that he helps them learn to do their job; that he is the first Auditor with personality, smart and good at his job and pleasant to work with; that he does the monthly accounting and reconciliation; that he spot check the special revenue account; that he sets the budget for audits; that way back when he worked in Woburn; that Woburn has a \$150 million budget; that it's 50% residential and 50% commercial; that he knows Jerry and Charlie and the retirement board; that he has reviewed the budget; that he is curious of something in the budget from looking at the spreadsheet; that Everett is tough to work for; that he would like to set policy and raise the bar; that he is well-versed and will develop strategy; that Woburn is a good community; that he would like to try it out; that the work is easy; that he likes a nice environment; that in Everett, he serves the Mayor; that this Council appointed position is a 'check and balance'; that they do good government; that they have clean account and keep out of the newspaper; that he has an open door policy; that he will see what everyone is doing and work with their strengths where he can; that he doesn't like lazy; that he likes a pleasant work environment as well as professional; discussed salary requirements which resulted in asking of a 3-year contract; that he currently gets \$110,000 plus \$4,500 for Retirement and in lieu of insurance, he gets \$17,500 deferred comp plan; that money doesn't motivate him and that he won't chase \$20.00/week; that is if the salary is fixed, there may be other benefits; that M.G.L. allows for contracts; that he will be away from June 24th to July 6th. Chair DiTucci stated that the position is approved by the City Council but negotiated by the Mayor; and that she will follow up on confirmation of exact monies associated with the position (i.e. educational incentive,...). (11:01 am)

The Committee took a five minute recess.

The Clerk was directed to post a meeting for Wednesday, June 17th at 12:00 pm anticipating Executive Session.

Motion was made and seconded to reconvene in open session. ROLL CALL: Alderman Anderson – Yes; Alderman Gaffney-Yes; Chair DiTucci – Yes. The Vote was all in favor, 3-0.

The Committee scheduled to meet on June 17, 2015 at 12:00 pm to vote on the candidates to send to the June 24th meeting.

Motion was made and seconded to Adjourn. The Vote was all in favor, 3-0.

Meeting ADJOURNED at 11:15 a.m.

Attest: _____
Patricia Bergeron-George,
Clerk of Committees