

MILLVILLE BUILDING INSPECTOR SEARCH COMMITTEE

-- EXECUTIVE SESSION MINUTES --

Millville Town Hall | 290 Main Street

October 19, 2021

In attendance: Tom Mulvey, Kristin Foody, Peter Caruso, Pamela Maloney, Ken Tubman, Richard Bremilst. Jennifer Gill attendees as the Board of Selectman representative.

EXECUTIVE SESSION

The committee entered into executive session at 5:42PM

Mulvey explained that building inspector candidate [REDACTED] declined an offer to come in for an interview. Candidate [REDACTED], while accepting an interview and responding to the committee's pre-interview questionnaire, did reach out to Mulvey to turn down the interview as his current position as Interim Building Inspector in [REDACTED] had been extended and he was considerate of the published November 1 start date that the committee had expressed. Candidate Barber had not yet submitted the response to the pre-interview Questionnaire, however Mulvey explained that this candidate had not had the questions as long as the other candidates. In light of this information, the committee decided to postpone the interview with Barber until the response was submitted with ample time for the committee members to review them prior to the interview. Caruso reached out to this candidate to reschedule.

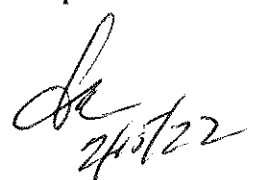
Additionally, the committee agreed to have Mulvey and Caruso reach back out to [REDACTED], to explain that the November 1st start date was intended to mean the earliest start date and that the position would remain open until filled. The hope here was that [REDACTED] would reconsider this information and reschedule his interview with the committee, hopefully on November 2nd.

Mulvey asked about the Assistant Building Inspector position in town and whether the appointed person had been sworn in. Gill said he had been sworn in that morning.

Bremilst and Foody would work on a final version of the candidate questions and assign each committee member two questions to ask in the interviews.

Caruso asked the committee to think about adding a question to get at whether it is appropriate for the Town Administrator to expect the Building Inspector to be the point person for work needed at town owned buildings such as town hall or library. Foody would modify a question to be sure to include.

Caruso asked the committee to think about compensation. The current compensation package that was negotiated with the incumbent several years before, offers a package that included \$40/hr PLUS \$30 per inspection. There was discussion of whether this could leave open an opportunity to be paid for the same work twice, what a salary range for an experienced Building Inspector should be and whether the committee would recommend to the Board of Selectmen a different salary range or compensation package (such as per inspection only). Maloney expressed a desire to keep a salary for the position to incentivize the person to be involved with other committees (like planning board) to offer advice. Gill explained that the current Assistant Building Inspector has been hired at \$30 per inspection only, no salary. The committee ultimately agreed to recommend a salary range of \$30-\$40/hr for the position with no per inspection bonus, with an expectation of 18 hrs per week.


2/15/22

The committee discussed the current job postings, and agreed to keep the position open to new candidates until October 27th, this way any new candidates could be given and have time to respond to interview requests and pre-interview questionnaire prior to November 2nd.

ADJOURN

On a motion made by Mulvey, seconded by Tubman, the group voted 6/0, all in favor to exit executive session at 6:21

Handwritten signature
HARRIS C. MULVEY
CHAIR BISC
2/15/22

REC FEB 22 2022

PM 11:11

TOWN CLERK