

June 5th, 2019

Clinton Parks & Recreation Meeting Minutes

6:00pm

Clinton Parks & Recreation Building
560 High Street

Call to Order: 6:01pm

*Matt Kobus announced that he is recording

In Attendance:

- Ed Verrier, Matt Kobus, Rosa Kairit, Yoanna Osborne, John Baird, Jodi Breidel, John Green

Administrative:

- Consideration of Finalists for Director Position
- Interview Schedule of Two Candidates
 - o 6:00- 6:45pm-Rosa
 - Yoanna asked for brief introduction of self and why she chose to apply for this position,
 - Kairit: “My name is Rosa Kairit and I am a dedicated municipal employee currently functioning as an interim director and recreation management manager for this department. I have experience with the park and recreation field as an official Massachusetts recreation parks association member. As well as a background restaurant management with strong customer service skill. I am a devoted member to this town with participation in various town committees such as Discover Clinton, Middle School Council, Holiday Tree Lighting Committee and I hope to join Old Home Day Committee as well. During my time in this department I have improved efficiencies in our programs and events, new benefits as well as office procedures, security measures, fiscal savings within individual budgets and both department operating budgets. My educational background in English writing combined with my sales experience has given me the skills needed for grant writing and effective budget management for the department. Overall, I’m confident I am the best fit for this position due to instincts, temperament, work experience, institutional knowledge, municipal and parks and recreation experience, the community partnerships that I have cultivated within my time in this department.
 - Breidel: “What was the biggest challenge you’ve had up to this point in your experience with the parks and recreation department?”
 - Kairit: “I still want to say that juggling two full-time positions alone with staff constraints, time constraints, budget constraints at the end of the fiscal year. I feel that a lot of surprises and problems have fallen in my lap

and I have effectively solved them as soon as I possibly could. That is the biggest challenge I have working for this department honestly”

- Breidel: “Okay and that has been in the last 5 weeks?”
- Kairit: “Yes”
- Breidel: “There are two questions. Prior to last 5 weeks what was the biggest challenge prior to the last five weeks, and can you distinguish between the two positions you held before the interim director position in terms of the amount of time you spent in those positions”
- Kairit answered the last question first office assistant April 2017 – January 2018 full time hours and it was seasonal from April – August and it was extended until January. Full time Rec manager from January 15, 2018 until present.
- Kairit: “My biggest challenge as the rec manager has been to try and implement my thoughts and ideas into under the previous director just because I have other ideas that I would like to bring to the table but I had to follow the direction of the previous director”
- Breidel: “What specific examples are you talking about?”
- Kairit: “I am the summer playground director, so under that role, I figured I would be able to choose everything obviously under her approval, it was a little bit of a challenge because she liked certain locations and a certain way to do things, it was an awkward conversation between us but what yielded from that was a better working experience and relationship between us because she was able to open up to my ideas more after that initial conversation where I expressed how I’d really like to actually be the summer playground director.”
- Breidel: “Explain the supervisory experience you had in your past position; I believe you mentioned seven years of experience?”
- Kairit “I was the supervisor for 6 years, I trained the entire staff after redoing the training manual, I did deposits for the entire restaurant, sending in budgets, end of day budgets to corporate office, payroll, scheduling and the private function catering menu as well as the organization and contracts for those. We actually had nothing at that point, so I implemented those changes for efficiency”
- Breidel: “How many people did you supervise?”
- Kairit: “There was about 20 front of house and 15 to 20 back of house depending on the day”
- Breidel: “What was the total number that your directly supervised?”
- Kairit: “Between 30 and 40”
- Baird: “How do you manage the departure of Kris the park manager?”
- Kairit: “That was the Thursday before the Memorial Day parade, I immediately reached out to the facilities manager to see if I could get an extra body because a lot of the projects will need 3 people. We are supposed to have 5 people to cover the spaces that we have so we were already short staffed with a lot of work to do. That week I expected them to work longer hours for me and they did, even on Saturday to make sure we accomplished everything we needed to accomplish before the

Memorial Day parade as well as the splashpad opening that same weekend. Kris did leave the department how he left it but I am still able to reach out to him with any questions that I may have because out walked a lot of knowledge that he had. It's been kind of difficult learning everything as we go so, we have been working on having all this info in our computers in documents so it's not only in someone's head when they leave the department. We need to know about valves, irrigation systems, etc.

- Baird: "So have you reached out to him?"
- Kairit: "Yes and they were so busy that week, I had to go personally turn on the splashpad and he talked me through the entire thing."
- Verrier: "What frustrates you professional and how to you deal with these frustrations?"
- Kairit: "What frustrates me professionally, perhaps little mundane things like when the electronics are working properly since they are so essential to our everyday office work, that definitely frustrates me and also unprofessionalism when I deal with other people but I take a step back to make sure I am not responding or speaking to someone from an anger standpoint. I try to take a step back to solve one problem at time or a situation that arises."
- Osborne: "In what ways did you step up into the role of director in Emily's absence or if she had you come along in some ways?"
- Kairit: "She did have me join her on various meetings from personnel board to other community partnerships because it much easier for the two of us to show up to a meeting as a united front for the department rather than getting something lost in translation when one person relates something to the other. I took over Discover Clinton meetings because they were on Tuesdays as well as any other meetings, I would stand in her stead as a representative of the department"
- Osborne: "Did you.."
- Kairit: "I'm sorry I just remembered when I was left in charge of the entire department when Emily was on maternity leave and Kaylee was on vacation. That was towards the end of the summer playground program, so I have to deal with the bills, payroll as well as summer playground."
- Osborne: "Did also ever serve in a public function interfacing with the public in a speaking role of some sort?"
- Kairit: "I represented the department in the 8th grade mock town meeting. I was meant to go this year, but Kris walked out and I could not."
- Kobus: "Can you please identify a recreational program that you created from idea all the way to fruition and what was the biggest challenge you faced during this process?"
- Kairit: "Actually there were seven. I developed golf lessons in the fall with a golf pro Mr. Dempsey, the biggest challenge for that was rain dates. It was a rainy fall, but we got through it and the kids learned from a true professional and they really enjoyed that program and I plan on doing it again. I worked with local artist for a Chinese calligraphy art class. Those

were smaller classes, but they were thoroughly enjoyed but its participants, mostly adults. I also worked with a fellow writer and student for the haunted story night here in October where we had a story writing workshop and it resulted in these kids writing these stories and we had gift baskets for first, second and third prizes. That was from scratch, great program, no challenge there and I plan on doing it again. The first-time home buyer seminar I set up and I had set it up with a local realtor, the biggest challenge was she did not show up. We rescheduled and I wanted to reach out to the next Clintonian realtor, but Emily had reached out to someone else instead. We had a little social disagreement with that realtor, but we have since resolved that with him. I also did Code and Play, designing video games, that filled up over the weekend. The kids had a lot of fun, they created an app, it was a two-day program. I also reintroduced micro t-ball, this is for 2 to 5-year olds. It was so full that we needed a second instructor to get people of the waitlist. I've started building up our toddler programs based on the original baby class that we had which was making music with mary. So, as the children grow, I am offering programs for their age group so they can continue with our department. No challenges with the last three.

- Baird: "In addition to the programs you created in the past, are there any programs you would like to implement in the future?"
- Kairit: "Yes. So, let's start with toddlers since it's the shortest list I have, I would like to work with the Nashoba Valley Movement group for a toddler movement dance class and call it tiny dancers. They have mats and stuff; they were at the family fiesta so I am in talks with them about that. For school aged children, I am developing a sensory art class for more of a hands-on art class. I am also working with a couple people to do a retro gamer night-free event to show kids the evolution of video games and consoles, farm-to-table cooking class free program just because I'd love to offer more free or low cost programs. I am working with an instructor to do tennis lessons for adults and children, horseback riding lessons with a local horse farm. I'd like to do a meet your babysitter social following our BLAST classes to help meet babysitters. I'd like to rework community safety rodeo to make it safety day only because it will roll of the tongue better than community safety rodeo, there's a lot of confusion as to when the horses or the bull would get in. For adults, I'd like to do a self-defense class for women, an intro to basic computer skills, intro to google, tennis lesson, Asian cuisine cooking class, pickle ball for seniors, hip/hop dance classes to reach younger audience, adult basketball pick-up games, food truck festival featuring local bands, adult pottery classes with collaboration with previous collaboration, and offer babysitting during town meetings and elections use collaborations to staff.
- Baird: "Are there any budget restrictions or a way to fund these that you have in mind?"

- Kairit: “Everything that I like to do, I’d do with a self-sustaining budget; she incorporates every aspect of the costs and a lot are relatively self-run and are low cost”
- Kobus: “How did you determine these programs are what the community desires or how would you handle the duplication of efforts because I know there is a pickleball program and pick up basketball program with AUC so I’m just curious on how you arrived at that?”
- Kairit: “Those were just ideas that I had, I would double check everything before, I meet with other department heads in town to make sure that we not running the same programs. If pick up basketball are on Fridays, not everyone is available on Friday. If it runs, great if not we need to adapt. Usually I do things based on what the public tells me, they suggest things, or ask for a program. We do surveys through email campaigns. I listen to what the community needs, I follow all the Facebook groups so I can see what the community is asking for.”
- Verrier: “Provide a time where you dealt calmly and affectively to a high stress situation”
- Kairit: “Let’s pick a day. Stress happens. When you get too stressed out often time you don’t think clearly, I step out and collect myself to figure out what it is that I need to do first and then I go down the list. That system has always worked for me. I feel accomplished at the end of the day and I know that I hit everything that I needed to that day. That’s how I’ve been running things doing both full-time jobs lately in their busiest time.”
- Osborne: “How have you already saved the department money through the financial financial analysis you performed and changes you implemented?”
- Kairit: “Previously we would order from certain companies because we had accounts set up with them. I finally did the leg work that I received tips from a Mendon director for Amazon pay by invoice with tax exemption. I’ve literally saved about \$900. I have also cut down the cleaning cost as well to once a week, its more than enough since the renters clean up after themselves. I am working with the canon supplier we are in contract with for paper supplies. They can give us huge discounts on all our office supplies instead of using W.B. Mason. Their prices are actually expensive in comparison. Also, incorporating all costs of an event within the registration fee or tuition, now everything that involves that program is being covered. One of them was the Mother Son Movie night. We were actually losing money every year. Not even covering the cost for tickets. We just changed that fee structure of it to at least cover costs.
- Osborne: “You also said something about rental fee here?”
- Kairit: “It was \$25 but I asked for it to be \$50 and it still wasn’t cutting it, people were still walking out on their \$50 deposit. It cost more than \$50 for myself and Emily to spend 2 hours cleaning it. So, when we raised it to a \$100 based on my recommendation, I haven’t any deposit I had to keep

for any infraction upon the rental agreement. It's working. People will not walk away from \$100.

- Kobus: "Can you provide an example where you developed a strategic plan for the department, a short term or long term, from where the department is now to where you see the department heading and the steps that you are going to have to take in order to get there?"
- Kairit: "I've been doing that in smaller doses with the department since I've started as office assistant. For the entire department, I've not had the pleasure. I have many ideas and plans that we need to do asap because of safety concerns. I can go into that if you would like?"
- Kobus: "Absolutely, go for it"
- Kairit: "I know we have plans to do a toddler playground but the splashpad is slowly sinking and elements are not working now were facing a safety concern. I really do feel like we need to jump on that, ideally to do both from the same company at the same time would be best but it's a safety concern. It's a huge draw for people in the town or around town. I have plans to continue with the open space plan to provide wooded greenways for passive recreation use. Those are the big plans; I just want to continue to improve efficiencies and ease of use for the public that we are not providing. Those are little things I'd like to begin implementing right way.
- Kairit: "Other plans I have to create Instagram and twitter to reach a younger audience, with social media management websites, Monday.com helps tell team everything we need to do to ease management, reservations should be paid by card because it is safer, working on cleaning up SP for safety and efficiency, and creating manual for seasonal staff"
- Verrier: "During your conversation, did you mention Carlisle at all?"
- Kairit: "Would like to see more beautiful & colorful passive park for yoga/picnic and etc. more pieces of art. More places to sit, picnic areas"
- Breidel: "What do you hope that changes will bring and how to you hope that will change the position of director?"
- Kairit: "I've seen this across the state from my experience from being a member of the Massachusetts Parks and Recreation Association member what happens when facilities takes over parks and rec departments, is we become more recreation with bigger ideas for the parks while facilities takes care of the day to day and the workers, I think that come July 1st the upkeep on the parks will be better because we are going to have more staffing gin order to do so. I think we will see improvement across the town too. If we want to buy something maybe the school needs some too and we will get more of a discount buying in bulk for the entire town rather than just one department spends this much money so and on so forth. I think it'll be good, and it'll be a adjustment but it'll let us focus on recreation which as you know fuels our capital improvements for our parks."
- Baird: "You mentioned upgrades to Carlisle Park are there any other visions for any other parks?"

- Kairit: “I forgot to mention picnic tables and benches, there are not a lot of places to sit at Carlisle. For the splashpad, when we do renovate, I’d like more aquatic interactive elements. I’d like a smaller splashpad with elements for their size. The flooring is not that safe. They have safer flooring now. I’d like all the signs to be in the same color scheme, so they are all the same”
- Verrier: “Provide an example of when you were persistent in the face of obstacles?”
- Kairit: “I know it’s only been 5 weeks but there has been so many obstacles. Between legal, commission related issues, two positions and things breaking down and miscommunication. Its been obstacle after obstacle. What else can I do but jump them. They need to be done. Take steps to figure out how to accomplish them and keep moving forward”
- Osborne: “Describe a typical day for us? Its very chaotic and things are always moving. How does that work for you? What percentage of time in front of the computer?”
- Kairit: “I still say it is 90% computers, 10% is event execution. We are emailing the public, vendors, updating our website, registration website, our camp registration website, sending the excel documents for the correct information to be uploaded on our websites, saving invoices, warrants, deposits, social media, email campaigns and monthly newsletters. 10% event execution, project management and making sure the programs are running efficiently. I always go to the first class, making sure everything is how I planned it, make sure that the first one goes well.
- Kairit: “Let’s take Monday for example. I had 47 emails to answer, I came in at 7am. I usually come in earlier because I have more work. I finish up my emails while supervising Courtney on marketing internship, and Maya on recreation management of the summer playground program financials which I need to get in order now to request checks in advance. Make sure waivers are uploaded correctly, also dealing with parents about summer playground, marketing for summer concert, fall and winter programming, winter pops, vandalism, end of month report, payroll, bills. If you look at the work as a circle, you have to touch upon everything continuously while dealing with everything else that is a surprise. We had many surprises from vandalism to legal issues that I had to stop and do while keeping on top of end of year reports, deposits, payroll etc.”
- Kobus: “What percentage of the director’s role, now that you have been a full time employee approximately 18-24 months of the department, do you envision office based and field based whether its programs or in the parks themselves?”
- Kairit: “Well typically, the recreation manager is more program based, the director is more financial more computer based. There was a separation between parks and rec where I didn’t know that much about parks and she didn’t know that much about recreation. I don’t think that is right. We should be working as a team. Where that person manages, and I oversee the direction of the recreation and marketing and financials.”

- Osborne: “To sum it up, you said to us one time that you love your job as recreation manager, why then would you want to be the director? And what would that advantage give you if you were?”
- Kairit: “I love my job as recreation manager. This is true. You know this. If I were director, I could do more and under my vision and the way I like to do things and I think that is the best thing for the community because I have the communities needs and wishes in my brain and I listen to them because in the end we are public servants I am here to serve the community best and I do that by listening to them, being part of it and working with them. I work with them, the programs I told you about are people from town or possible Lancaster, but they work here, they live here, they are in this community and I would be able to do more under my vision.”

Rosa interview ends at 6:46pm

Deliberation on Candidate

- Review of letters of references (see attached)
- Matt Kobus review of phone references (see attached)

Concluded Rosa’s Reference reviews @ 7:00pm

○ 7:00-7:45pm- John Green

- Osborne: “Explain a little bit about yourself in brief and why wanted to apply for position of director of parks and rec?”
- Green: “Been a town resident for 15 years in Clinton, went to school for recreation at Southern Illinois University graduated from there, went into the tennis industry basically out of college, going traveling the seasons, managing clubs in both in Florida and Massachusetts, going back and forth. Winters in Florida, summers up here. Ended up getting a full-time position at Dedham Health and Athletic Complex as the head tennis pro there. Doing programming, teaching, guiding other pros, coaching teams. Went from there to Waltham Athletic Club and the Weston Golf Club as well in the summers. 20+ years spent in tennis and programming, management of facilities, management of pros and staff. From there I actually had elbow surgery at 40 realized that I was not going to be able a tennis pro probably for the rest of my life, so I had customers and clients that were in the construction industry. Did some consulting on my own, started a business, did court resurfaces, consultation with parks and recreation departments, did US TA for court building, for lighting, developing lesson plans, developing programs for clubs, writing activities for clubs. After 2 years of that, it was rough as a small business, I ended up going into the modular construction industry with a long time client that I had, started there as an operations manager worked my way up to director of sales and operations overseeing all of the assets, overseeing build outs, codes, transportation, dispatching, billing to all the customers, we had over 2000 assets in our yard, was there for 7 years and was laid

off in July. Currently the director of sales at Surface Works which is a post construction cleaning company. That's a brief summary of my life. Being a town resident for 15 years, this is my background, parks and recreation programming and facilities, seeing the opportunity come up is an opportunity for me to I believe in my career doing something that I really enjoy doing, went to school for doing, helping my community and being involved while being invested in my own home town.

- Jodi: "He is way overqualified for this position, what are his intentions because of the effort it takes to hire someone and trained and situated and productive. How long would he be staying with us?"
- Green: "As I stated before this is another change of careers as I look at it but this is also a change personally that I can be invested in my community. I've been involved in commercial sales serving a client base that I can't see the outcome of living in that and this is an opportunity that could provide for both my family and the community I live in and I could see it grow as I advance on. I don't plan on going anywhere, I have a family here, I have roots here, our children are in school here, were invested in our community. I have been on the little league board for 5 years, I have resigned since then because of this position. I served as player development agent, I coached kids, I've seen this town develop as far as the little league program and I'd like to see all the programs develop"
- Jodi: "Can you tell us your vision for parks and recreation that you might have been thinking about recently?"
- Green: "Any position I go into you're going to look at it 30, 60, 90. In the first 30 days or the first 60 days, you're going to look at it and assess what is there and you're going to assess the situation and the programs that are there. You're going to assess what is successful. You're going to determine how they are successful, is it attendance, is it money, is it successful that way. You're going to ask a lot of questions of the people in the department and people in other departments people in the department. It's more fact finding the first 60 days and seeing what's there, familiarizing yourself, finding out where the restrooms are and going from there. The next 60 is starting to develop programming. Programming in this town, I see a lot of youth programs. An easy one for me is tennis, I'd love to see adult tennis programs within Clinton, love to see a social tennis program within Clinton, good way to bring adults together, I don't see a lot of adult programming, you know sports and health and wellness wise. That's one. So, implementing within the first 60 days, starting to implement, Develop own programs, starting to look at budget. Really looking at what is successful. Long term is looking at facilities, empty lots, empty buildings. Discussing with schools, their needs, their after-school programs, discussing with senior citizens, what is their needs and wants? What is the demographic, it's a very diverse demographic within Clinton and its finding what their needs are? Is it more buildings, is it an after-school tutoring facility? That's what I see long term.
- Baird: "Did you mention that you resigned from the little league?"
- Green: "Yes I did. That was from our first conversation. I wanted to remove that obstacle. I had a very nice conversation with the president who is sitting right

over there as well. They all thank me very much, they understood where I was coming from but I felt that was important to do to show the committee”

- Baird: “Are there any specific parks that need upgrades and if so, what might that be?”
- Green: “The parks as far as Clinton, Central Park is the focus obviously, we discussed last time within the changeover within July, I think that is going to be the main focus working with facilities because if they are taking over the parks at that point and see what the funding is with those parks. Personally, I’d like see the lighting done at Vale. I’d like to see the field redone at the softball field which are both town properties”
- Baird: “Are there any additions that should be added to any of the parks?”
- Green: “Without knowing what my limitations are I can’t really speak to that. I know that its an immediate need being in that baseball diamond every day. That would be my first fix”
- Verrier: “Provide an example of a time that you successfully organized a diverse group of people to accomplish a task”
- Green: “I’ve been involved in project bringing schools together, building inspectors together, plumbing inspectors together in the town of Boston and school committees, bringing them together basically showing them a product which is my field modular buildings getting them over the hump of them feeling these are trailers driving down the road. Showing them examples, walking them through, showing them how the company I was with at that time make it seem not like a trailer, and showing committee town members, committee members building inspector, everybody in the community at town meetings and seeing these building and me being able to communicate”
- Osborne: “About fact finding in first 30 days answer, but there are a lot of moving parts, things computer related and that needs to be done, how does office part work for you with what you are used to?”
- Green: “Any bit of the programming in the past as well comes from hard work behind the scenes, planning and budgeting, contacting vendors, subcontractors keeping that communication open. The day to day is operations which is what I am in right now and I have been balancing that part for seven years. Finding strong people to work with as well is a key. Its hit the ground running but day one I cant come in and make big decisions. Its finding where we’ve been and seeing what’s successful but the operations part I have in in for many many years, good computer skills, good communication skills”
- Breidel: “As a follow up to Yoanna’s question, can you describe a typical day for you? How that falls into what Yoanna was getting at?”
- Green: “I was out the door at 5:15 this morning, meeting with my supervisors at 6:30am, then I met with my operation manager at 7 to 7:30 then set him out on jobs. Supervisors meeting were dealing with the operations stuff, staff, problems on jobs, project management, transportation issues, from 7:30 to 11 o’clock I was doing sales proposals, met with a contractor about an upcoming job, scheduling a subcontractor about an upcoming job. 11 o’clock I went out to do a sales call and also see the team on the road that were working. Came home a little early to prepare for this.”

- Kobus: “What individual skills to you possess that help you make those transitions (industry transitions) seamless and effectively?”
- Green: “Great question. Communication the absolute first part. Going into a new role and understanding and communicating with who is in the role or company already or district or department already. Understanding who is there, understanding what the roles are, clearly defining their roles, and have a clear understanding on their expectations on what they depend on for you. Not going in saying that you know everything but learning the lay of the land, getting that communication down with the people in the department. That would be the first step. Then assessing what works, programs, what works, what’s successful, what determines success, what are the boards expectations of programming of long-term goals, trying to understand everything within that first 90 days. Understanding what is coming.”
- Breidel: “What do you see biggest challenge coming into this position and how to you plan on overcoming this?”
- Green: “The biggest challenge the transition from parks and recreation to facilities. As I assessed it, I think it was a bit of shock to this committee that this is taking over. I think its going to be solved by basically those departments together, schools and this department as well. Understanding whose role, what the role is the head of facilities, what he sees what he wants to do with the parks and have him understand what the committee wants to do with the parks, understand what my role is with him. I think that’s the biggest hurdle. Second hurdle would be new programming. I have strong background in looking at the demographic, what people want, what the town wants and providing what they want”
- Breidel: “Do you see any challenges with being able to bridge the gap between your relationships that you established now and relationships that you have not established across the town or with all the department given the fact that you have not worked with them in town outside the little league?”
- Green: “I’m very optimistic that the town is going to be objective. To give this person in this role a chance. I’ve been in role not exactly like this. I’ve managed teams of 29, I’ve managed multimillion-dollar projects. I have a background. It’s going to be earning their trust and respect by communication by being involved in the work everyday that will earn their trust and respect. I know I’m not from Clinton, but I’ve heard that I don’t know how many times but quite frankly but if anybody looks at it objectively I believe my qualifications and my resume stand out”
- Baird: “Have you ever been in a position that you had to work with a board?”
- Green: “Yes at country clubs. Seeing what their needs, their wants and needs, understanding budgets”
- Verrier: “Over the past year, what personal or professional accomplishment are you most proud of?”
- Green: “Can I provide two? Personally, I want to say my kids. My kids in school, seeing them develop, seeing my wife and I raise two boys. Seeing them sometimes respectful to others but for the most part. Professionally, one stands out. I brought an idea to market. We built from the ground up. It was a different kind of modular structure that we designed, we investigated, did building codes

for, from the frame up, finding different energy efficient and bringing that to market and seeing that at a marketplace brought me great professional satisfaction.

- Osborne: “You mentioned finding revenue with fundraisers and generating revenue that way and I am curious because I assume a lot of your experience in the private sector versus the municipal, in our experience you get a budget versus being able to create revenue. How would you do more with less? In other words, our focus has to be working within the budget we have to start with and if we want to generate more revenue we can always start with grants and fundraisers and things of that nature”
- Green: “If we are talking about within programs look at expenditures first, different vendors, different facilities, better staffing, how do we reduce that expenditure? We’re also going to look at revenue being brought in from programs. Is it a program that is successful that can withstand a price increase? Within parameters of public department, it would be a learning process that I’m going to have to get up to speed on very quickly. You’re right all my experience is in the private sector.”
- Kobus: “Have you ever developed a strategic plan whether it’s for recreation for the industry you are currently in, and if so, what were some of the challenges that you ran into along the way?”
- Green: “One of the things in tennis that I developed within different parks, different clubs and developed a junior league, seeing from ages to abilities, to how we handicapped those, how to make it a great experience for everybody. It was considered a tentative league, a recreational league where we are trying to get involvement into it. So, from organizing all other clubs, all the other professionals, from organizing funding, developing schedule, developing a plan on how to from everything from rainouts and no-shows to transportation. League is still going on today and is successful. 12 years ago, developed. The program and that league its still going on today. It’s about the creation and the implementation of the plan and assessing and reevaluation and making it better every year when we did it
- Breidel: “Just a follow up to the strategic plan, did you make a business plan before you started your business?”
- Green: “Yes. I knew where I wanted to go. Where I wanted to reach and who I wanted to reach to. Looking back, it could have been better.”
- Breidel: “Can you tell me what your public speaking skills are and how you envision that experience working in this position?”
- Green: “Public speaking I have done before. I have spoken to over 10,00 people including celebrities which was a great experience, teaching and communicating is something I’m very passionate about, something I know about, I like to perform I guess you can say. In this role getting in front of the town or board of Selectmen to show what this department is going to bring. I know phase 1 is nearing completion and we are going to need to get in front of the board. I think that’s going to be a big part of this position. To be a leader in this position. To be the keynote person. I don’t have an issue. I prepare myself well.”

- Breidel: “You mentioned experience with the board, can you tell me the challenges with other boards?”
- Green: “Many different opinions within the board, from the size of 12 of different committee members involving every aspect of the club. Seeing personally what they like to have and bringing those 2 board members together or 4 members together and developing a compromise and seeing what each one of them give in peace what they can give up and what they can’t. Putting those together, in that case a membership of 400 and in this case the town. What is going to best serve the town? And getting over those personal opinions and developing compromise”
- Verrier: “Share an experience where your attention to detail and thoroughness had an impact on your last company?”
- Green: “I’m with a post construction cleaning company right now. High end multimillion-dollar homes. That is one of our selling points, is the attention to detail. Developing this scope of work and selling that to the client. We are going to touch every surface to make sure that everything is up to your standards. It’s a nice experience to go into a new home and see it clean. Make it polished and clean”
- Verrier: “Where are these homes?”
- Green: “I’m in Osterville, Dartmouth, Somerville, Gloucester, NH, Worcester.”
- Osborne: “Provide an example where your ethics might have been tested and how you handled it?”
- Green: “Dealing with subcontractors for 7 years was a very educational experience. We would go out and give them the scope of work. It always came down to what’s their number and how can I beat them? It came down to we aren’t going to discuss their numbers. That was tested monthly. After you establish this is how it is. I developed a rotation, so no one is favored. After the work letting them know this is what you missed, this is what you could have had. No matter what they ask or what I offer it’s not worth losing job”
- Kobus: “You had mentioned Phase 2 of Savage Field renovation and Ed mentioned other park opportunities in town. How do you approach a growing department and balancing it with fiscal responsibly, where people may not be excited with tax rate continuing to climb basically how do you deal with growth and responsibility?”
- Green: “Having people visualize what a growing department can have. Showing a person who doesn’t have kids in schools how something would also help them, cross-programming, being able to show the what the programming could be and how it could affect them long-term and showing how the spending of tax dollars will support. If you can show them the value, it provides them then they are open to change”
- Osborne: “Just to follow up on a question from somewhere in our previous questions before whether or not you were bilingual since that was asked of the other candidates?”
- Green: “No I am not”
- Osborne: “Any questions of us?”

- Green: “We asked the two questions the last time. I just hope that you keep an objective mind with me, with my past, my experience, my knowledge that I can bring to the program and department”
- Review of recommendation letters- See attached
- Review of references- See attached

Break 7:56pm-8:07pm

Deliberation to arrive at decision:

- Deliberation of two candidates
 - Jodi says she was impressed by Rosa’s interview, very well thought out, confident, and gave her a better picture of skills and strengths she would bring to this position. Really got connections formed showing that she would be more capable than she thought.
 - Yoanna comments that it was impressive of all Rosas’s thoughts and ideas
 - John Baird says that he is more confident in Rosa’s abilities, sees that she does have a vision, good communication skills, very impressed
 - Ed says he has spent more time in her office than any before, wonderful person easy to get along with and does a wonderful job
 - Yoanna says hearing all the things she does including implementing new programs she was impressed, and that she sees how much is going on and that the type of person the amount of people, interruptions, deal with tasks, and interface with professionals of the public, and social media without going nuts and still have presence of mind to plan, execute and be able to handle ones self without falling apart, very impressed. The kind of thinking was going on along with day-to-day
 - Matt Kobus says he echoes everything that was said, the level of confidence was noticed, and that as he got to know he she is a tremendous asset to department and community. Biggest quality is her passion for the department
- John
 - Jodi says she was fearful of his commitment, and she appreciated his experience, impressed how he handled questions, his honesty shines through
 - John Baird said he was a strong candidate, good public speaker, thinks would transition well into department based on experience, but does have lack of public sector
 - Ed says he was very personal and very easy to communicate
 - Yoanna says both candidates bring qualities needed, John has transferrable skills that can be transferred into this job, and that from Clinton. Has a lot of depth and experience. Ethical question brought up construction industry. His commitment to Clinton and wants to give back to community. Not interested in leaving again and wants to settle down and end in recreation

- Matt Kobus says very impressive resume, his experience that he brings would be tremendous asset to community, has background needed, common foundation of his relationship with employees and how personable he was dealing with people in different backgrounds/qualification. He believes that combination of empowering his staff would be a tremendous aspect for CPR Department
- Comments on Choices
 - Matt Kobus says looking at interactions with Rosa and John, he believes that we have potential for the dream team in room. Believe that with Johns background it would allow Rosa to manage recreation department as she wishes. With how much growth we will be seeing, an assistant director role between John and Rosa could be beneficial. Have someone overqualified and very passionate
 - Yoanna says doesn't see putting John before Rosa, she sees what she is already doing and didn't feel comfortable giving that up. Confident she will perform admirably. Feels Rosa is already doing a great job. Wishes John would take recreation manager position while she is the director. Rosa is the right choice
 - Ed said Rosa took over in tough situation, does a great job, handles it well, deserves the position
 - John B says he sees an untapped potential, she has room to grow, good communication and offers good buffer between board and the community. John says she is strong candidate for position
 - Jodi says she echoes what fellow board members have said, both candidates are great and neither one is a bad choice but agrees with Matt that the one differentiating factor is the level of experience that is being brought to the table. Blown away by Rosas interview. Feels that as prepared as she was tonight you don't get a second chance, the first one she would have lost job, and she thinks she's extremely polished, the passion and can do job, but is not as seasoned as John. He can do it faster and stronger.
- Voting
 - Jodi Nominates John Green, Matt seconds
 - Yoanna asks if there are any other nominations
 - John nominates Rosa Kairit, Ed seconds
 - Yoanna asks if there are any other nominations
 - None

Yoanna says those in favor for John Green
 Two in favor (Matt, Jodi)
 Three against (Yoanna, Ed, John)
 Second nominate all in favor for Rosa Kairit
 Two opposed
 Three in favor

- Rosa Kairit appointed as new Director of Clinton Parks & Recreation Department at 8:36pm on June 5th 2019 as New Director of CPR Department

- Approval of Minutes from 3/28/2019

Yoanna asks if all approved minutes

Jodi makes a motion to accept. Matt accepts, all in favor

Jodi makes motion to adjourn meeting, John second, all in favor

Meeting concluded at 8:38pm