



# **Town of Natick**

## **Town Administrator's Office**

DATE: April 20, 2017

TO: Lisa Tabenkin, Chair School Committee  
Patrick Hayes, Chair Finance Committee  
Steven Levinsky, Chair Personnel Board  
Frank Foss, Town Moderator  
Martha White, Town Administrator  
Richard White, Fire Chief  
James Hicks, Police Chief

FROM: Martha White, Town Administrator

SUBJ: Fire Chief Screening Committee

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Richard White has indicated his intent to resign as the Natick Fire Chief effective January 1, 2018. In accordance with the Natick By-Laws, Article 24, Section 15 (copy attached), at the meeting of March 13th the Board of Selectmen gave notice of its intention to establish a screening committee to review applicants for the position of Fire Chief.

The composition of the nine member Fire Chief Screening Committee is as follows:

- (1) Natick resident to serve as Citizen-at-large appointed by the Board of Selectmen
- (1) School Committee Appointee (need not be a member)
- (1) Finance Committee Appointee (need not be a member)
- (1) Personnel Board Appointee (need not be a member)
- (1) Member of Town Meeting designated by the Town Moderator
- (1) The most senior member of the Fire Department in the 2<sup>nd</sup> highest non-chief rank who is not a candidate for the position of Fire Chief
- (1) Fire Chief from another community designated by the Town Administrator

- (1) Town Administrator
- (1) Police Chief

In addition, the Personnel Director will serve as a nonvoting member.

This will be a lengthy process and the Board would like to get the committee underway as soon as possible. The Board of Selectmen intends to make final appointments to the screening committee at their meeting of May 15, 2017 and would ask that you forward the name of your respective designee to our office no later than May 12, 2017.

We thank you for your cooperation.