

Board of Water Commissioners

Meeting Minutes

Wednesday, December 17, 2025 @ 3:00 PM

693 Massachusetts Avenue, Acton, MA 01720

Agenda

NEW BUSINESS:

- Interview with Treasurer/Collector Candidate

Present at Tonight's Meeting:

Commissioners: Stephen Stuntz (Chair), Erika Lin, Barry Rosen

District Manager: Matt Mostoller

Treasurer/Collector: Christine McCarthy

Members of the Public: Elizabeth Clemence

START OF MINUTES

Mr. Stuntz opened the meeting at 3:02 p.m.

NEW BUSINESS:

Interview with Treasurer/Collector Candidate

Mr. Mostoller introduced Elizabeth Clemence to the Board and reviewed the process of bringing her before the Board for an interview. He also informed them that the second candidate for consideration withdrew from consideration prior to this afternoon's meeting.

Ms. Clemence introduced herself and provided an overview of her relevant work experience, including 7 years of municipal work. Mr. Rosen was interested in understanding how her various roles, both municipal and private sector, would support her in this position. Ms. Lin inquired about challenges experienced in prior positions and how she handled those challenges. Mr. Stuntz reviewed her status on obtaining the Treasurer/Collector Certification. Finally, Ms. Clemence inquired about annual meeting, the Board's tenure, procurement sensibilities, and open meeting law experience.

The Board thanked her for her time and proceeded to discuss their impressions.

Mr. Mostoller provided additional information to the Board on other candidates that submitted applications. Mr. Stuntz directed a conversation about ways to proceed with filling the position, including extending an offer to Ms. Clemence, bringing in a temporary

Treasurer/Collector, utilizing a third party to recruit additional candidates for consideration, or revisiting the existing applicants. After discussing the options, the Board requested to have at least one additional candidate to interview, even if that means no overlap with Ms. McCarthy before she departs.

Mr. Rosen motioned to continue the interview process for Treasurer/Collector and the board directs the District Manager to bring forth one or two additional candidates for the Board of Commissioners to review. The motion was seconded by Ms. Lin and unanimously approved via a roll call vote, Mr. Rosen, Ms. Lin, Mr. Stuntz.

Mr. Rosen motioned to adjourn the meeting. Ms. Lin seconded, and the motion was unanimously approved.

Meeting Closed at 6:21 p.m.