



## Wellfleet Selectboard

**NOTE START TIME: 12:45 P.M.**

The Wellfleet Selectboard will hold a public meeting on Monday, January 29, 2024 at 12:45 p.m. at the Wellfleet Adult Community Center (ACC), 715 Old King's Highway, Wellfleet, MA 02667. Remote participation will be available by Zoom and telephone as provided below, in compliance with 940 CMR 29.10 and the Town's Remote Participation Policy. If technological problems interrupt remote participation, the meeting may be suspended or ended at the discretion of the Chair in consultation with the Board.

*Note: Any individual may record the meeting, but must first notify the Chair, and may not interfere with the meeting to record it. See M.G.L. c. 30A, s. 20(f).*

**Join the meeting hosted in Zoom by using the following link:**

<https://us02web.zoom.us/j/85689604806?pwd=blplVFFBZzViQ0xNWkZKMm9iMVdrdz09>

**By Phone: +1 929 205 6099 and enter Meeting ID: 856 8960 4806 | Passcode: 611877**

**To participate during public comment:**

In person: go to closest available microphone.

Zoom: raise hand to be called on to speak.

Phone: dial \*9 to raise hand to be called on

*All participants must be recognized by the Chair prior to speaking during public comment or at any other time during the meeting. See "Speech and Conduct at Public Meetings" page following Agenda for further information on the law governing public participation.*

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### **I. *Announcements/Public Comment***

**Note:** Public comments are limited to no more than three minutes per speaker. The Board will not deliberate or vote on any matter raised solely during Announcements & Public Comments.

### **II. *Interim Town Administrator and Interim Assistant Town Administrator***

**A.** Process for Interviews and Recruitment

**B.** Interviews of candidates for Interim Town Administrator

1:00 p.m. Tom Guerino

1:45 p.m. Kenneth Eldridge

**C.** Next steps in process(es)

### **III. *Adjournment***

**Wellfleet Town Administrator Search  
The Honorable Select Board  
Wellfleet Town Offices  
Wellfleet, MA**

**Thomas M Guerino**



**Via Electronic mail:  
Barbara Carboni, Chair**

**January 24, 2024**

Dear Mr. White and members of the Honorable Search Committee:

Please accept this brief statement of qualifications as an indication of my objective to be selected for the position of Interim Administrator for the Town of Wellfleet, as discussed with Mr. Richard White, Municipal Recruitment Consultant.

As the enclosed resume indicates, I have enhanced my credentials and have held increasingly responsible professional positions. **Currently**, I am serving as the Director of the Greenfield, MA Housing Authority and Greenfield Housing Associates, Inc., a housing development NFP that works adjunct and in cooperation with the Housing Authority. These positions have provided me with the ability to develop new affordable housing in a very tight housing market and work with the City and other agencies in the conceptual development of new housing opportunities.

I also assisted the Town of Wareham in a consulting capacity to the Town Administrator, by conducting a thorough review of the organizational and financial status of the Wastewater Department, including project management of all contracted construction/planning services. I also recently served as an Interim Town Administrator in a rural community on a part-time basis. Until September of 2019, I served as the Town Administrator for the Town of Bourne (February 17, 2005 – September 30, 2019). I have served as a Massachusetts and Vermont Municipal Administrator, Economic and Community Development Director, and as a management consultant to municipalities and non-profit agencies to conduct goals and priority scoping sessions and classification programs.

As related to my most recent full time permanent municipal management work as noted, I served for 14 plus years in Bourne. Bourne is a full-service community of 20,000 residents (40,000 in the summer months), currently with a budget of \$79 million. In addition to the General Fund and Education budget, Bourne also owns and successfully manages a municipal regional integrated solid waste facility (\$13.7 million) and a wastewater enterprise fund. I am charged with budget and union negotiations and work under the provisions of the Bourne Home Rule Charter, as amended. The Town currently boasts a combined "Free Cash and Stabilization balances of \$12.95 million as opposed to the Town being \$1.5 million in the red in 2005 when I was hired. The Town's bond rating from Standard and Poor's was raised from AA- to AA+ during my tenure with being on track for a AAA rating in FY 21. Similar to Wellfleet, Bourne also was in a position to recruit for both an Accountant and Treasurer/Finance Director simultaneously.

I have experience to seamlessly transition, working with new to the community professionals in these very important positions.

The Town was also deeply involved with finding creative ways to provide new market rate, affordable and workforce and 55+housing units I also served as the Chair to the Cape Cod Regional Transit Authority and was a member of the Barnstable County Substance Abuse Council (a few years back).

Prior to my work in Bourne, I formally served as the Executive Director of the Massachusetts Rural Development Council, Inc., a member state of the National Rural Development Partnership (9.5 years). I have also served as a municipal selectman and a finance committee member. All of the above positions have necessitated the acquisition of a comprehensive toolbox of skills and expertise. These include negotiating, administrative, public budget preparation and presentation, wage and classification preparation, preparation of policy and administrative documents, staff oversight, annualized goal, benchmark/work plan/Town Meeting preparation and other varied abilities that are utilized in an ever-changing citizen service and technology related public environment.

Also, as noted within my resume, I have been involved in both exempt and non-exempt negotiations, prepared grant and compliance reports for state and federal agencies, served both as a hearing officer and appealer, and have worked within the parameters of local, state and national policies. I am also experienced in the management and functioning of municipally owned marinas. I am keenly aware of the issues surrounding affordable housing and lack of permanent housing opportunities throughout Barnstable County and more acutely on the lower outer Cape. I also understand Barnstable County Government and have served as a representative to the MPO. I have had a close working relationship with the Commissioners, Assembly of Delegates and Cape Cod Commission. The current need to find assistance and flexibility to local business is also a major concern due to the ongoing pandemic.

I have also worked with many Massachusetts and Federal Departments and agencies and am quite familiar with Massachusetts state Government (EOHLC, DOR, DEP, MassDOT), having worked with many during my tenure as an administrator and MRDC Director in the Commonwealth. I am familiar with Mass. MGLA Chapter 30B, 32B, 40B, etc.

Further, I am comfortable with and have experience in working with groups of extremely diverse constituencies. I am frequently recruited to present as an invited speaker or panelist locally and at national functions. Thus, my extensive and varied experience in Municipal Government, human resources, public-sector administration, public policy, budget, contract negotiations and team building create a confluence, which will be beneficial to the entire community of Wellfleet as it moves forward to continue its reputation of professional excellence within the municipality.

Page 3

I look forward to the opportunity in discussing how my experience and qualifications meet the needs of and will maintain professional operations within the Town of Wellfleet, as it moves toward securing a permanent Municipal Administrator.

It is anticipated that the salary will be commensurate with the responsibilities depicted within the position profile, take into consideration with the growth pressures of the community and, of course, be aligned with the level of professionalism required.

Respectfully,

*Thomas M. Guerino*

Thomas M. Guerino

**THOMAS M. GUERINO**

**City of Greenfield, MA Housing Authority – Executive Director – Current Full Time (11/02/20 - present)**

**Town of Wareham, MA – Consultant to Town Administrator for Wastewater Contracts and Organizational Development – Current Contractual (10/17/2019 - present)**

**Town of Vernon, VT – Interim Town Administrator 02/20 – 11/20**

**Town of Bourne, MA – Town Administrator – Feb. 17, 2005 to September 30, 2019**

- Chief Administrative and Executive Officer of full-service municipality 20,000.
- Prepare and administer \$73M annual budget plus an \$13.7M Regional Landfill Enterprise Fund, pursuant to Town Charter.
- Strong Chartered Town Administrator. Excellent Budgetary skills.
- Instituted town wide performance appraisal system.
- Reorganized the Zoning and Planning staffing organization. Reorganized Finance Department, Community Building organization and COA.
- Brought town from \$2M deficit in FY05 to undesignated fund balance of \$6.6M in FY07.
- Halted use of Free Cash and Stabilization Funds for general operations without repayment plan over 24 months.
- Orchestrated and justified general overrides – infrequent and only as absolutely necessary.
- Increased public safety staffing. Expanded shellfish propagation program. Professionalized marina operations.
- Revised long-term financial model.
- Created Capital Expenditure working group, Wastewater working group, Department Head working subcommittees, and Integrated Solid Waste Management (ISWM) Futures Working Group.
- Lead collective bargaining with 9 separate units. Prevailed on a vast majority arbitration challenges.
- Revised several antiquated policies and created new travel and vehicle use policy while reducing and then stabilizing size of municipal fleet.
- Entered into 20 Power Purchase Agreement (SREC I) wherein 85% of the municipal and school department electrical load is “behind the meter”
- Opened communications within municipal departments and made the Administrator’s office accessible to employees and the general public.
- Harnessed school spending with close collaboration with School Superintendent.
- Brought self-insured health insurance budget under control through union negotiations.
- Established and funded Facilities Maintenance Department. Created Capital Stabilization Account.
- Guided Board of Selectmen into professional goals-setting sessions. Working well with an 80% board change over 8 months including a recall of two former members.
- Hired several department leaders including Director of Facilities, Human Resources, and Director of Finance. Terminated employees as necessary and appropriate.

### **Town of Putney, Vermont – Interim Municipal Manager – May 2003 – Feb. 2004**

- Chief Administrative/Financial/Human Resource/ Officer for full-service community.
- Charged with administrative, human resource, financial, and development functions.
- Administer and prepare general fund and special appropriation budget.
- Oversight of all invoice and payroll functions.
- Project Director and administrator of multi-million dollar capital improvement budget including water and wastewater system development and upgrade, new library (charged with selling existing library building), moved toward new EMS station.
- Revised benefit program to improve and reduce health and illness leave benefit costs.
- Chief procurement officer. Retained by community to assist in reviewing current governance structure and recommend upgrades or transition to more appropriate form/staffing core.

### **Massachusetts Rural Development Council – Executive Director**

- Served as a leading advocate and spokesperson for 177 small and rural Massachusetts communities related to policy and regulatory change requirements and the principles of New Governance. Chief operating professional.
- Creatively facilitated more than 180 divergent teams on National, State, and local levels, utilizing distinctive models for facilitation, achieving consensus, and team building.
- Led program effort in providing technical assistance to USDA – Rural Development in missionary change from program administration to customer service outreach provider.
- Participated and trained in intensive diversity and inclusion program.
- Successfully constructed/participated and provided leadership with teams that continue today, ranging from welfare reform to entrepreneurial training, and local government participation methods.
- Developed curriculum for National Partnership meetings in CO, DC, FL, AK, MA, NH, PA, OH, WY.
- Leader in formulating professional development training curriculum. Was responsible for creating opportunities for and oversight of Graduate student interns/work study students.
- Team member in creation of National guideline for Outcomes Standards and Success Measurement.
- Created policy guidelines as team member for new National Network Management Team. Elected to such in 1998, under new name of National Rural Partnership Executive Board.
- Expanded revenue source as Federal Participation declined through fundraising and legislative action.
- Member Board of Directors for Central Massachusetts Regional Employment Board (Workforce Central).
- Member Executive Committee Better Access Through Organized Networks (BATON/MASSCARES – EOHHS - Hampshire County).
- Representative to Federal Reserve Bank Community Development Advisory Council.
- Member Technical Advisory Committee for Northeast Center for Rural Econ. Development (Penn. State).

- Member Performance and Accountability Committee for the Strategic Accountability Task Force (NRDP).
- Selected to participate in International Learning Cluster on Partnering @ Johns Hopkins University.
- Leader in drafting, submission and “lobbying” the passage of the NRDP act of 2002 and subsequent Congressional Authorization and budgetary earmark. Extensive work with appropriation subcommittees and entire Massachusetts Delegation.

### **OTHER PROFESSIONAL EXPERIENCE**

#### **City of Pittsfield, MA (TMG ASSOCIATES)**

Selected consultant to maintain and redefine the Human Resources function and provided staff training/oversight for active personnel office.

**Massachusetts Municipal Consulting Group** – recruitment and wage/classification specialist/Assessment Centers panelist

#### **Town of Rockingham / Bellows Falls Village Corporation, Vermont**

Municipal Manager/Economic Development Director

**Town of Warren, MA** - Town Administrator/Coordinator -Local Assessment Committee (MGLA Chapter. 21D)

#### **Massachusetts Municipal Circuit-Rider Administrator**

### **EDUCATION/OTHER CAREER EXPERIENCE**

- University of Southern Maine, Portland, Maine, Bachelor of Arts (Magna Cum Laude)
- Greenfield Community College, Associates Degree in Liberal Arts
- Partnering for Results – Extensive training – Johns Hopkins University
- Grant Reviewer - National Institutes of Health (NIH)
- Substantial legislative and administrative advocacy experience at State and National level
- Extensive Professional Development course work and seminar training in facilitation, Americans with Disabilities Act, team building, achieving consensus, outcomes framework, diversity and inclusion benchmark and achievement measurements, financial, administrative compliance, grants writing and administration, New Governance, throughout entire professional tenure.

### **COMMUNITY SERVICE**

Selectboard member – Town of Vernon - current

City of Greenfield, MA – Community Preservation Committee – current

City of Greenfield – Police Department promotional assessment panel

Cape Cod Regional Transportation Authority (Chair 2015 through October 2019)

Member of the Metropolitan Planning Organization (MPO – Through October 2019)

Future Connector Executive Task Force – The FIX - Canal Bridges task force

Bourne Financial Development Corporation

Barnstable County Substance Abuse Council (Past member)

*Selected References – Others*  
*Available Upon Request*

Mr. Robert Troy, Esquire  
(Bourne Special Town Counsel)  
Troy Wall Associates  
[REDACTED]  
[REDACTED]

Mr. Thomas Cahir, Executive  
Director  
Hyannis Transportation Center  
215 Iyannough Road, PO Box 1988  
Hyannis, MA 02601  
(508) 775-8504

Ms. Marie Oliva, Executive Director  
Cape Cod Canal Region Chamber of  
Commerce  
Main Street  
Buzzards Bay, MA 02532  
(508) 759-6000

Mr. Derek Sullivan, Administrator  
Town of Wareham  
Marion Road  
Wareham, MA  
[dsullivan@wareham.ma.us](mailto:dsullivan@wareham.ma.us)

George “Bud” Dunham, Town  
Manager  
c/o Sandwich Town Hall  
Sandwich, MA

Mr. Robert “Butch” Hawkins, Chair  
Board of Commissioners  
Greenfield Housing Authority  
[REDACTED]  
[REDACTED]

Mr. Jeffrey Dunklee, Selectboard  
Dunklee Farm – Vernon VT  
[REDACTED]

Mary Jane Mastranglo, Selectboard,  
(former Chair Bourne Finance,  
Capital Outlay, Wastewater  
Construction Committees)  
[REDACTED]

Thomas W. Barlow  
Lewis Point  
Buzzards Bay, MA  
(former Selectman)





## KENNETH P ELDRIDGE

### **EXECUTIVE VICE PRESIDENT OF SALES, PRACTICE DIRECTOR, CEO, TOWN GOVERNMENT LEADERSHIP**

An accomplished and business savvy professional with robust experience acquired over the years in delivering optimal results & business value in high-growth environments and establishing key relationships with business segments. Result oriented and self-driven professional with over 25 plus years of experience in building, managing, and growing IT software sales and consulting organizations across Manufacturing, Professional Services, Financial Services, Retail, Local, and State Government. Skilled in identifying redundancies and maximizing resources to streamline operations. Primarily concerned with the efficient operations of a business or organization.

Possess verifiable leadership, interpersonal, and communication skills that help put across things with a crisp point. A remarkably successful mentor to peers and colleagues, owing to exceptional people's skills and always giving them the nudge in the right direction to go the extra mile, helped achieve what seemed difficult with ease. Have a solid track record in achieving the set goals and delivering personal best at every step of the way to provide optimal results. Thrive in fast paced business environments and cherish a chance to self-manage things through innate problem-solving skills and never say never attitude.

An experienced town leader having served 6 years on the Board of Selectmen, 3 years as Chairman of the Board, 1 year as acting Town Manager and 6 years on the Board of Assessors (all in the Town of Littleton, MA).

#### Skill Areas

- Strategic Business Planning, Budgeting & Forecasting, Sales Management, Business Development, Marketing Management, Project Management, Process Improvement, Risk Analysis, Customer Service & Relationship Management, Mergers and Acquisitions, Cross-Functional Business Acumen, Multitasking in Fastpaced Environments, Articulate Oral & Written Communication, Quick Problem Resolution & Decision Making, Team Building, Training & Development, Collaborative Leadership Skills, Town Government

### **PROFESSIONAL EXPERIENCE**

#### **ACE MICRO TECHNOLOGIES**

2021 to Present

##### **CRM Practice Director**

- Helped the company CRM practice double in size and revenues
- Microsoft Dynamics CE Certified
- Ran the two largest CRM engagements in company history to a successful conclusion
- Provided primary Solution Architect services
- Expert in all CE modules including Sales, Quoting, Operations, Service, Support, and Field Service

#### **GALEFORCE CONSULTING PARTNERS**

2019 to 2021

##### **Executive Vice President of Sales and Marketing and Partner**

- Deftly built, managed, and grew a new ERP and CRP Practice from the ground up based on Acumatica
- Managed partnership with Acumatica Senior Leadership and liaised between internal Dynamics Sales and Consulting
- Built a new website aligning Acumatica and Microsoft Dynamics products and industries
- Sold first two SaaS sales and obtained all required pre-sales engineer, sales, and marketing certifications, ensuring a minimum of Silver Certification Partner status

#### **DXC TECHNOLOGIES**

2019

##### **Microsoft Dynamics Business Unit Leader**

- Orchestrated worldwide sales and marketing for Microsoft Dynamics ERP (AX & 365) and CRM partner
- Managed partnership with Microsoft Senior Leadership
- Collaborated with internal Dynamics Sales and Consulting





**COMPUTER GENERATED SOLUTIONS**

January 2017 to 2018

**Vice President of Sales and Strategic Alliances**

- Oversaw worldwide sales and marketing for Microsoft Dynamics ERP (AX & 365) and CRM partner
- Managed partnership with Microsoft Senior Leadership and SSP's helping to achieve Industry Partner (IPP) status

**COLUMBUS GLOBAL**

2015 to 2017

**Executive Vice President of Sales**

- Spearheaded North American sales and marketing for Microsoft Dynamics ERP (AX & NAV) and CRM VAR, helping the company achieve Partner of the Year and Gold status within Microsoft
- Managed partnership with Microsoft Senior Leadership and SSP's helping to achieve Industry Partner (IPP) status
- Hired, mentored, and built a world-class selling organization with 16 plus Solution Architects and Sales Executives
- Instrumental in rising Public Share Price rose from 4 to 15 and achieved 200% EBITDA growth

**SOPRIS SYSTEMS**

2012 to 2015

**Executive Vice President of Sales and Partner**

- Managed worldwide sales and marketing for Microsoft Dynamics ERP (AX) and CRM VAR, helping the company achieve Partner of the Year (Services Industry) and Gold status within Microsoft
- Selected and deployed a new CRM (Microsoft Dynamics CRM) solution and methodology
- Elevated sales revenue growth year over year of over 100%
- Solver BI360 Partner of the Year

**NAVIGATOR BUSINESS SOLUTIONS / CROSSROADS PARTNER, Salt Lake City Utah**

2006 to 2011

**Senior Vice President / CEO**

- Founder of Crossroads Partner, a leading Microsoft Dynamics (AX) and SAP Partner
- Significantly grew the organization to 30 plus team members and sold the SAP practice to Navigator
- Built an SAP Business All in One practice managing consulting, project management, and sales for this SAP Partner of the Year and Pinnacle Award Winner

**EPARTNERS, Dallas, TX**

1997 to 2006

**Executive Vice President, Founder**

- Maneuvered a \$30 million P&L and 100 team members for the Microsoft Dynamics Global Partner of the Year and Customer Loyalty Award Winner and Sage Partner of the Year
- Assisted in mergers and acquisitions of 23 of the top Microsoft Dynamics and Sage partner VAR's into ePartners
- Helped mid-market organizations select and deploy ERP and CRM solutions

**PRIOR EMPLOYMENT DETAILS**

**BOSTON SALES AUTOMATION, Acton, MA**

1993 to 1997

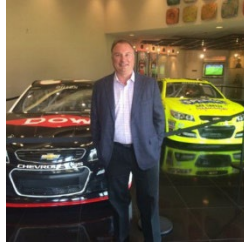
**Co-Founder and CEO; Sold the Business to ePartners**

**PRIOR TOWN GOVERNMENT EXPERIENCE**

**Board of Selectmen, Acting Town Manager and Board of Assessors (Littleton, MA)**

- Brought the town from major budget deficits to a well managed budget with AAA financial rating
- Helped bring one of the largest corporations in the world, IBM, to Littleton dramatically increasing town revenues, housing prices, restaurants, jobs, etc.
- Helped Build 3 new schools
- Hired / appointed a new Police Chief, Fire Chief, Finance Director and Town Manager





## **PROFESSIONAL DEVELOPMENT & CREDENTIALS**

### **Boston University**

Masters in Business Administration (MBA) Concentration in MIS

### **University of Massachusetts**

Bachelors Degree Concentration on Computer Science

### Technical Skills

- ERP (Microsoft Dynamics F&O, Business Central, AX, NAV, SL and GP, SAP, Acumatica), CRM (Microsoft Dynamics CRM, Salesforce), Saas, Microsoft Office

