

**Police Chief Screening Committee**  
**Meeting Minutes – January 6, 2026**  
**Location:** Belmont Town Hall  
**Call to Order:** 4:02 PM

**RECEIVED**  
**TOWN CLERK**  
**BELMONT, MA**

DATE: January 28, 2026  
TIME: 2:18 PM

**Members Present:**

Mark Paolillo (Chair), Roy Epstein (Vice Chair), Patrice Garvin, Jill Geiser, Ken Lavallee, Didier Moise, Tom Browne, Jack Parow, Mauro Lance

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The Chair called the Police Chief Screening Committee meeting to order on Tuesday, January 6, 2026 at 4:00 PM and confirmed a quorum. The Committee reviewed the prior meeting minutes. Members noted minor edits, including spelling corrections to names and a correction to a meeting date. The Committee voted to approve the minutes of November 12, 2025, November 19, 2025, and November 24, 2025, as amended.

The Committee then discussed the interview questions submitted by members. The consultants reviewed their standard structured interview questions and advised the Committee to keep the interview to a manageable number of questions to allow time for candidate responses and follow-up. Consultants recommended approximately ten (10) primary questions for a one-hour interview, with follow-up questions reserved for the end to ensure consistency across candidates. The Committee discussed the importance of fairness in asking the same questions of each candidate and acknowledged that follow-up questions may vary based on candidate responses.

The Committee discussed the balance between deliberating on specific questions in public session and maintaining the integrity of the interview process. Consultants shared that limiting discussion of the exact final questions helps avoid over-prepared, scripted responses. Committee members noted that interview materials may be subject to public records requests, and agreed to focus discussion on topic areas rather than reading specific questions aloud. The Committee discussed that certain submitted questions may be better suited for the assessment center “in-basket” exercise.

The Committee agreed to organize questions into topic “buckets” and consolidate overlapping questions into a final set. Topic areas discussed included: candidate background and experience; budgeting and resource allocation; leadership and management style (including morale and training); labor relations; community engagement and community policing philosophy; working with vulnerable and marginalized populations (including youth, seniors, and diverse communities); and compliance/management responsibilities (including POST and accreditation-related considerations). Staff will work with the consultants to refine and consolidate the questions and identify which questions will be reserved for the assessment center exercise.

The Committee reviewed the upcoming timeline and next steps. The job posting is scheduled to close on January 16, 2026. The consultants will review applications during the week of January 19 and will bring forward qualified applicants for Committee consideration. The Committee

scheduled an executive session meeting for January 27, 2026 at 5:00 PM (hybrid) to review candidates and determine which applicants will move forward to structured interviews. Structured interviews were scheduled for Saturday, January 31, 2026, with the Committee anticipating a full-day schedule and deliberations following interviews. The Committee discussed interview location considerations and agreed interviews should occur outside the police department building; staff will confirm a suitable location.

The Committee discussed the assessment center schedule and logistics. The assessment center was tentatively planned for Saturday, February 7, 2026, and staff will identify an appropriate non-town or suitable multi-room location. The Committee scheduled a post-assessment meeting for February 11, 2026 at 5:00 PM to review assessment center results, deliberate, and determine finalists to recommend to the Select Board. It was noted that the consultants anticipate providing assessment center results within approximately 48 hours.

No public comment was received at this meeting.

The meeting adjourned following a motion, second, and unanimous vote.