

# Town of Arlington

5854 Airline Road, Arlington TN 38002



**Town Of Arlington  
Board of Mayor and Aldermen  
Special Called  
March 23, 2015  
5:00 P.M.**

## MEETING MINUTES

### I. Call to Order and Roll Call

#### Present

Mike Wissman, Mayor  
Harry McKee, Vice Mayor  
Glen Bascom, Alderman  
Jeff McKee, Alderman  
Brian Thompson, Alderman

#### Others Present

Gerald Lawson, Attorney  
See List

#### Excused Absence

Gerald McGee, Alderman

Oscar Brooks, Alderman-Interviewee

Mayor Wissman called the meeting to order and advised that a quorum was established.

### II. Opening Prayer

### III. New Business

#### A. Interview candidates for the position of Town Administrator.

Mayor Wissman explained how the interview process would go and advised that he would ask the final question. Each interview was given a thirty minute time slot.

All questions were standard for each individual with time allowed for questions from the candidate at the end. The Board of Mayor and Alderman had the choice to skip a question if they felt that it did not pertain to the individual. The questions asked can be found below.

Tell me about yourself and why you are interested in this job.

How does this fit into your career path?

How long do you plan to stay in this job?

What are your qualifications for the job?

If you were hiring someone for this position what would you require?

What do you perceive as the three most important concerns facing Arlington?

Like every community Arlington has limited resources. How would you prioritize these resources for the maximum benefit of the Town?

Please tell us about a time when you made a snap decision that did not turn out well or when you took too long to make a decision.

How did you correct this situation?

Citizens are very involved in this community and many have different perspectives. Have you ever been in a position where two people wanted you to take opposite positions on the same subject? Please tell me about the subject.

How did you decide which side to take and still maintain objectivity and fairness?  
Please tell us about one mistake you made in a previous job and how you handle it.  
What do you think you bring to this job that others might not?  
Describe the personnel in your most recent city in terms of numbers and categories?  
Do you consider your management style to be most like a commander or a coach? Please explain your response.  
In this job no two days are alike, and even though you have a to-do list for the day, a telephone call can change everything. How do you take care of the phone call and still get your other work done?  
How do you communicate with the Mayor and Board of Alderman and staff?  
Before we conclude, do you have any additional statements you would care to make or any questions you would like to ask the Mayor and Board of Alderman?

The first candidate was Kevin Carter, Parks and Recreation Director of the Town of Arlington. Mr. Carter has a background that includes a Bachelor's in Grounds Maintenance and a Master's in Education. He has been the Parks and Recreation Director for the Town of Arlington for the last year.

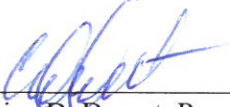
The second candidate was Allen Barker. Mr. Barker has a background that consists of eighteen years as Mayor of Humboldt, TN. He has a very extensive resume in the political field.

The third candidate was Oscar Brooks. Mr. Brooks has a background that consists of twelve years' experience as an Alderman for the Town of Arlington along with management skills as a Plant Manager and in the Hospital field.

The fourth and final candidate for the night was Mike Chesney. Mr. Chesney has a background that consists of a Bachelor's degree in Education and a Master's degree in Business Administration. He was an Interim City Manager for the city of Millington, TN.

  
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Mike Wissman, Mayor

4-6-15  
\_\_\_\_\_  
Date

  
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Catherine D. Durant, Recorder

4-6-15  
\_\_\_\_\_  
Date

Submitted By: Brittney Owens, Town Clerk