



TOWN COUNCIL MEETING

Monday, August 10, 2026 at 6:00 PM

Town Hall - Chapin Hall- Second Floor- 41 South Main Street
Randolph, MA 02368

AGENDA

This is a hybrid meeting. The public is invited to attend this meeting in person or remotely, by telephone or computer access. This meeting is being posted pursuant to the state statute authorizing temporary remote participation as described here: <https://www.randolph-ma.gov/DocumentCenter/View/3111/Updated-Guidance-Remote-Meetings>

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Please note that this Town Council Meeting will be video and audio recorded and will be broadcast, including over local cable and the internet. Any person, upon entering a council meeting or hearing for any purpose, including the purpose of participating, viewing, listening or testifying, grants permission to the Town Council to record and televise or otherwise publish their presence and testimony. Public comments shall only be provided in person and shall not be provided remotely.

A. Call to Order - Roll Call - Pledge of Allegiance

B. Moment of Silent Prayer

C. Approval of Minutes

1. Approval of Meeting Minutes from July 27, 2026

D. Announcements from the President

E. Presentations

F. Public Hearings

G. Public Comments/Discussions

Public comments shall only be provided in person and shall not be provided remotely.

H. Proclamations

I. Appointments

J. Motions, Orders, and Resolutions

K. Old/Unfinished Business

L. New Business

1. Council Order 2026-073: Approval and Authorization for a Special Municipal Election
2. Council Order 2026-074: Approval to Place Override Question on Special Town Election Ballot
3. Town Manager Search- Approval of Community Profile and Job Ad Placements
4. Town Manager Search- Approval of Charge for Interview Committee

M. Town Manager's Report

N. Correspondence

1. Comcast Letter- Comments on Council Order 2026-061

O. Open Council Comments

P. Committee Reports

Q. Adjournment

Notification of Upcoming Meeting Dates

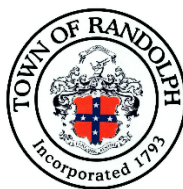
August 24

September 14 and 28

October 5 and 19

November 2 and 23

December 7- Regular and joint with the School Committee



Randolph Town Council

DRAFT Meeting Minutes

Meeting Date: Monday, July 27, 2026, at 6:04 p.m.

Randolph Town Hall-Chapin Hall 2nd Floor

This is a hybrid meeting. The Public is invited to attend this meeting in person or remotely, by telephone or computer access.

Call to Order: Council President Ryan Egan called the meeting to order.

Roll Call – Council Members Present: Christos Alexopoulos (In-Person), Richard Brewer (In-Person), Natacha Clerger (In-Person), Ryan Egan (In-Person), Jesse Gordon (In-Person), Katrina Huff-Larmond (In-Person), Kevin O’Connell (In-Person), Brandon Thompson (In-Person)

Pledge of Allegiance: Pledge of Allegiance led by Councilor O’Connell.

Moment of Silent Prayer: Moment of Silent Prayer held.

Approval of Meeting Minutes

Motion: Councilor Alexopoulos moved to approve the minutes of the Town Council meeting minutes of July 13, 2026. This motion was seconded by Councilor O’Connell.

Roll Call Vote: 8-0-0 (Absent: Burgess)

Motion passes.

Announcements from the President:

1. President Egan gave an update on the Town Manager Search; specifically that there is an application to serve on the Town Manager Interview Committee on the Town’s Website.

Presentations:

1. Override Presentation and Discussion
 - a. This presentation was completed by Town Manager Howard and Eric Mason of Clifton Larson Allen LLP (CLA). The presentation included information such as FY27 revenue and FY28 budget, free cash balance, future budget pressures, reasonings behind the override, how the levy is calculated, as well as a tentative schedule and estimated tax impacts. Also included was a better understanding of free cash, proposition 2 ½, and overrides. Statistically data on override data was shared as well.
 - b. Councilor Gordon asked about the voting schedule and stated that we would like the override on the November ballot. Councilor Gordon shared his thought that more people will come out to vote for a state election vs a local election.

- c. Councilor Huff-Larmond agrees with Councilor Gordon and does not want a special election. She understands that there will be a lot of ballot questions and ballots but wants to ensure that we can get the people to come and vote. Councilor Huff-Larmond just wants to make sure that we have people come out and vote.
- d. Councilor O'Connell asked about the cost of a special election. He questioned having a special election if it would cost the town additional funds. Councilor O'Connell is in favor of having this on the November ballot. Town Attorney Griffin added that if the will of the council is to add a ballot question; they would need to call a Special Town Council Meeting.
- e. Councilor Clerger asked if it would be cheaper to have this on the November Election? Town Manager Howard stated that there would be some savings.
- f. Councilor Alexopoulos does not agree with mixing local topics with a state election.
- g. Councilor Huff-Larmond would prefer to take the chance with adding this to the November election if it means more people come out. She then asked Eric Mason of CLA, if he knows of a correlation between tax increases and people being displaced from their homes.
- h. Councilor Thompson wants to see more set numbers and to read the language of the override. He agrees that we need to invest in ourselves and our town.
- i. Councilor Gordon then asked about a menu override question.

Motion: Councilor Gordon moved to call a Special Town Council Meeting for Monday August 3, 2026 at 6 pm for the purposes of an override discussion. This motion was seconded by Councilor Huff-Larmond.

- j. Councilor Brewer is against the menu offering. He believes the Town Council needs to collaborate and pick one number to present to the voters.
- k. President Egan stated that the override is important and went over the benefits for the residents and the town of a Special Election. He wants to do the best for the residents and staff.
- l. Councilor Clerger mentioned again that more people will come out to vote in November.
- m. Councilor Huff-Larmond spoke on the concerns of the holidays impacting voter attendance.
- n. Councilor Thompson does not like the menu option; he also agrees that we need to pick a stance and go with it.
- o. Councilor O'Connell asked about other cost savings for the town such as healthcare. Town Manager Howard stated that we are part of GIC and need to offer all plans to the employees.
- p. President Egan believes that the override should be on the ballot for the voters to have their say on the town's future. He added emphasis on the fact that the town has a 3.5 million dollar deficit; in order to correct that we need an override or to make cuts. Most homes will fall within average or below the estimates. President Egan also added that generally cuts come from public safety, DPW and the schools. President Egan reminded the Council that just because we vote a number does not mean that we need to collect it all.

Motion: Councilor Gordon moved to call a Special Town Council Meeting for Monday August 3, 2026 at 6 pm for the purposes of an override discussion. This motion was seconded by Councilor Huff-Larmond.

Roll Call Vote: 3-4-1 (Yays: O'Connell, Gordon, Huff-Larmond; Nays: Alexopoulos, Brewer, Egan, Thompson; Abstentions: Clerger; Absent: Burgess)

Motion fails.

Public Hearings: None

Public Comments

Council President Egan opened the public comments portion of the public hearing.

1. Joe Burke; 54 Hills Street,: Spoke in opposition to the override.
2. Chisholm; Igbo Organization: announced a donation to the Randolph Youth Soccer League.
3. Sandi Cohen; 63 Bittersweet Lane: Asked about gate way city status and flock cameras. Thanked our police, fire department and community participation in locating the missing child today.

There were no more public comments.

Proclamations: None

Appointments: None

Motions, Orders, and Resolutions: None

Old/Unfinished Business:

1. Council Order 2026-058: Amendment of the General Ordinances of the Town of Randolph To Create an Affordable Housing Trust
 - a. This Council Order was introduced on June 22, 2026. The Council Clerk placed a legal at in the Boston Herald with a publication date of July 22, 2026. Town Planner Tyler was present for the meeting if the Council had any further questions.
 - b. Councilor Thompson added that he is very excited for this trust.
 - c. President Egan
 - d. Councilor Huff-Larmond
 - e. Councilor O'Connell

Motion: Councilor Egan moved to approve Council Order 2026-058 with the following language amendment: Section 11.3 A to read: Composition of Board and Appointment of Board Members. There shall be a Board of Trustees (the "Board") of the Randolph Affordable Housing Trust Fund. The Board shall be comprised of seven (7) members. One member shall be the Town Manager or the Town Manager's designee. The other members shall be appointed by the Town Manager, consistent with the Town Charter, and shall meet the following criteria: At minimum one (1) member appointed by the Town Manager shall be a member of the Town Council, with the optional recommendation of the Council President for this appointment. Members should be residents of the Town with relevant experience in real estate, housing, banking, architecture, planning, social services, or lived experience in income-restricted housing; provided, however, that up to two (2) members may be non-residents, if no such Randolph resident who has applied possess expertise that supports the purposes of the Trust. This motion was seconded by Councilor Clerger.

Roll Call Vote: 8-0-0 (Absent: Burgess)

Motion passes.

2. Council Order 2026-065: Appropriation and Approval of Borrowing for Municipal Roof Repairs and Related Exterior and Interior Repairs, Painting and Remediation
 - a. This was introduced to the Council on July 13, 2026. The Council Clerk placed a legal at in the Boston Herald with a publication date of July 22, 2026.

Motion: Councilor Huff-Larmond moved to approve Council Order 2026-065. This motion was seconded by Councilor Clerger.

Roll Call Vote: 7-1-0 (Nay: O'Connell; Absent: Burgess)

Motion passes.**New Business:**

1. Council Order 2026-068: Request for the Town Council to Initiate An Amendment to the Randolph Zoning Ordinance – Chapter 200 of the General Code of the Town of Randolph – To Amend Article 9 to Add A Provision Concerning Inclusionary Zoning
 - a. Town Planner Tyler Introduced this order and it was referred to both the Planning Board and Zoning and Ordinance Subcommittee.
2. Council Order 2026-069: Request for the Town Council to Initiate An Amendment to the Randolph Zoning Ordinance – Chapter 200 of the General Code of the Town of Randolph – Concerning Assisted and Independent Living
 - a. Town Planner Tyler Introduced this order and it was referred to both the Planning Board and Zoning and Ordinance Subcommittee.
3. Council Order 2026-070: Request for the Town Council to Initiate An Amendment to the Randolph Zoning Ordinance – Chapter 200 of the General Code of the Town of Randolph –Concerning Mixed Use and Section 9.1 of the Ordinance
 - a. Town Planner Tyler Introduced this order and it was referred to both the Planning Board and Zoning and Ordinance Subcommittee.
4. Council Order 2026-071: Acceptance of Gift from Dennis DJ Simmonds Unsung Hero Scholarship Fund
 - a. Town Manager Howard handed the introduction over to Town Planner Tyler. This was a donation given by the DJ Simmonds Unsung Hero Fund to sponsor two scholarships for summer camp at the RICC.
 - b. Councilor O’Connell asked the Town Council Clerk to send a thank you note.

Motion: Councilor O’Connell moved to approve Council Order 2026-071. This motion was seconded by Councilor Alexopoulos.

Roll Call Vote: 8-0-0 (Absent: Burgess)

Motion passes.

5. Council Order 2026-072: Transfer of ARPA Funds Amongst Existing Projects
 - a. Town Manager Howard introduced this order which is to move ARPA Funding from completed projects to projects in progress.

Motion: Councilor Brewer moved to approve Council Order 2026-072. This motion was seconded by Councilor Alexopoulos.

Roll Call Vote: 8-0-0 (Absent: Burgess)

Motion passes.**Town Manager’s Report:**

1. Gave thanks to the Police and Fire Department for their efforts in locating the missing child safely today.

Correspondence: None**Subcommittee Reports: None**

Council Comments:

1. Councilor Clerger: Congratulations Randolph for locating the missing child safely. Thanked the DPW for their work on Hollis Street. August 8th is Igbo Day. A friendly soccer game between Haiti and Cape Verde will now be in Boston on 8/28.
2. Councilor Gordon: Wednesday July 29th the community band will be holding their summer concert. Councilor Gordon would like to have a conversation with the council on the Finance Director position and flock cameras.
3. Councilor O'Connell: Asked the Town Manager for an update on the scoreboard.
4. Councilor Brewer: gave thanks to the First Responders for their efforts during today's event.
5. Councilor Alexopoulos: Pickybacked off Councilor Brewer and added thanks for Metro and other partners who supported Randolph today.
6. Councilor Thompson: Thanked the Police and Fire Department for their efforts today. Thanked the Town Manager and DPW for the new trash cans. Councilor Thompson added that these cans have spots for advertisements.
7. Councilor Huff-Larmond: Stated that there is artwork hanging in Town Hall from a local artist who created this art for Juneteenth. It will be hung up for a month. This is the last week that interns will be in the departments and they have all spoken highly of the experience.
8. Councilor Egan: Thanked the Council for an informative and productive meeting.

Adjournment:

Motion: Motion to adjourn made by Councilor Clerger and seconded by Councilor Alexopoulos.

Roll Call Vote: 8-0-0 (Absent: Burgess)

Meeting adjourned.

The Town Council Meeting adjourned at 9:47 pm.

Notification of Upcoming Council Meetings:

August 10 and 24

September 14 and 28

October 5 and 19

November 2 and 23

December 7

Council Order 2026-073

**Introduced by: Council President Ryan Egan
August 10, 2026**

Approval and Authorization for A Special Municipal Election

The Town Council of the Town of Randolph hereby approves, authorizes and calls for a Special Town Municipal Election to be held on December 8, 2026, in the five polling places as designated by the Town Council for municipal elections. The polls will be opened at 7:00 am in the forenoon and closed at 8:00 PM in the afternoon of said day, and all the voters in the several precincts in which they are entitled to vote, between said hours, may cast their votes by voting machines and paper ballots concerning the ballot questions presented at that special municipal election, including, but not limited to, a ballot question concerning a possible increase in the annual assessment of real estate and personal property taxes beginning in FY 2028 pursuant to M.G.L. ch. 59, section 21C and any other applicable law.

Council Order 2026-074

**Introduced by: Town Manager Brian Howard and
Council President Ryan Egan
August 10, 2026**

Approval To Place Override Question on Special Town Election Ballot

The Town Council of the Town of Randolph, with the approval of the Town Manager, hereby approves the placement of the following question on the ballot for submission to the voters of the Town of Randolph at the Special Town Municipal Election to be held on December 8, 2026, pursuant to M.G.L. ch. 54, section 42C and M.G.L. ch. 59, section 21C and any other applicable law, as said question may be formatted or edited by the Town Clerk to comply with any applicable election or ballot requirements, so long as the following specific language is used:

Shall the city known as the Town of Randolph be allowed to assess an additional \$ [REDACTED] in real estate and personal property taxes for the purposes of funding the operating budgets of the Town of Randolph and the local and regional schools for the fiscal year beginning July 1, 2027?



Randolph Town Manager Position Profile

The Randolph Town Council invites candidates to learn about the opportunity to be the next Randolph Town Manager, who serves as the day-to-day leader of the municipality.

Randolph has a Council - Manager form of government as of 2010. The Town Manager serves as the chief executive and administrative officer of the Town, reporting to a nine-member elected Town Council. The Town Council serves as the legislative branch, with all members serving concurrent two-year terms.

The Town Council is looking for an experienced municipal leader with finance and management expertise to be the next Town Manager. The successful candidate will have a track record of building consensus and engaging with wide-ranging set of community stakeholders to effectively balance varied interests. The next Town Manager must be adept at overseeing organizational change in a complex and dynamic environment.

ABOUT RANDOLPH

The Town of Randolph has a city form of government, but retains the title "Town of Randolph". Randolph is a suburban middle-class community with a diverse population. It offers residents a high quality of life with abundant recreational opportunities, considerable public services, close proximity to major employment centers, and numerous avenues of transit connecting the town to the larger region. The town's proximity to major transportation networks has resulted in an influx of families from Boston and other localities who live in Randolph but work throughout the metropolitan area.

Today, Randolph is one of the most culturally diverse municipalities on the South Shore. Based on the most-recent census data, the town is nearly 50% Black/African American, 33% Caucasian and 14% Asian.

It will be important for the next Town Manager to build strategies to enhance community engagement, acknowledging the diversity of the community and employing effective methodologies to encourage participation.

Working together to meet the challenges of a changing society and economy, town residents

Demographic Distribution (US Census)

White alone	9,634
Black or African American	15,119
American Indian - Alaska Native	135
Asian	4,518
Native Hawaiian and Pacific Islander	5
Some Other Race	2,484
Population of two or more races	3,089
Total Population	34,984

celebrate their unique heritage and strive to build for a future in which all can take pride.

Randolph faces challenges such as budget limits, tax burdens, affordability, and ongoing work to maintain resident confidence and trust in government institutions. Residents value seeing fairness reflected in both municipal government and the community. The next Town Manager must exhibit professional leadership, fiscal expertise, political adeptness, and foster a positive, collaborative work culture while prioritizing the town's interests.

Financial Management

Randolph has a solid financial base, including an A+ bond rating, positive free cash, and positive stabilization fund balances. The FY27 budget is approximately \$145 million with \$64 million appropriated to the School Department and regional school districts serving Randolph. There is a robust capital planning process and a five-year capital plan.

However, like many communities in Massachusetts, Randolph's finances are being impacted adversely by rapidly rising health insurance costs and other inflationary increases. Residents are concerned about affordability and the tax burden on seniors. The next Town Manager will play a leading role in analyzing and proposing next steps, which likely will include an override and/or a debt exclusion. The new Town Manager must have strong financial skills including budgeting, projecting future needs, and strategic planning abilities to balance competing financial demands. Crafting and implementing a sustainable and stable financial plan will be a key measure of success. The new Town Manager must be adept at communicating and engaging with the Town Council and residents to ensure plans and policies are clear, fair and based on factual need. The following is a summary of the Town's finances.

Municipal Budget	FY2027	FY2026	FY2025	FY2024
	\$145,089,372	\$136,671,149	\$126,471,237	\$120,063,253

Revenues	FY2027	FY2026	FY2025	FY2024
Tax Levy	\$82,982,341	\$79,202,482	\$76,188,171	\$73,585,400
State Aid	\$40,176,441	\$37,885,609	\$33,621,580	\$31,518,211
Local Receipts	\$14,822,056	\$13,646,334	\$11,767,637	\$11,201,237
Ambulance Receipts	\$2,000,000	\$2,000,000	\$1,850,000	\$1,650,000
Indirect Costs - Enterprise Fund	\$1,631,795	\$1,567,551	\$1,316,524	\$1,496,573
ARPA Revenue Loss	\$0	\$2,369,173	\$1,990,461	\$469,972
Undesignated Fund Balance	\$3,476,740	\$0	\$0	\$0
Other Finance Sources	\$7,108,534	\$5,936,724	\$5,156,985	\$3,616,545

Growth and Community Development

Randolph wants to maintain the Town's small-town charm while addressing the need for more affordable housing options, especially for young families and older adults. Strategic planning and thoughtful zoning are critical priorities. The new Town Manager will need experience and skills to empathetically and skillfully engage and coordinate with the public, the Redevelopment Authority, Town businesses and other stakeholders, as well as work with the Town Council to balance all the needs of the Randolph community.

Staffing and Human Resources

Despite some recent turnover, Randolph has a strong and dedicated group of managers and employees. The next Town Manager should have experience and knowledge concerning organizational assessments and innovative approaches to human resources including a strategy to create a human resource department, including policy development, creating reliable systems and practices and ensuring employee opportunities and accountability. The next Town Manager will need to recruit a new Assistant Town Manager and assist in recruiting the Town Council appointed Town Accountant. Efforts will be needed to improve employee retention and development, continuity of operations, and succession planning.



Public Engagement/Trust

Maintaining trust with the Town Council, community, and staff is essential to Randolph's vitality. The Town Council seeks a candidate with experience designing and executing effective public outreach and engagement campaigns. Building trust, a sense of community and collaboration in the local civic space will be critical. The next Manager is expected to be highly visible at community events and to gain an understanding of public sentiment, as well as demonstrate cultural competencies and a commitment to ensuring that communication and engagement strategies reach all segments of the communities within the Town.

THE TOWN MANAGER ROLE

Key Priorities

The Town Council has identified several important priorities for the next Town Manager. Town Council members emphasize fiscal management, strong team building and organizational change skills, open communication, fairness, high visibility, and strong leadership abilities to address the Town's ongoing challenges. The Council's key priorities include:

- Build a strong working relationship with the Town Council and foster cooperation among diverse viewpoints while maintaining a focus on community-wide interests;
- Develop long-term financial strategies to address budget pressures, capital needs, and affordability concerns;

- Advance economic development initiatives and strengthen coordination with the Randolph Redevelopment Authority and other partners;
- Evaluate organizational structure, operational systems, and departmental processes to improve efficiency and modernization;
- Analyze the need for a Finance Department and Finance Director position for Town Council consideration
- Analyze the need for a Human Resources Department for Town Council consideration
- Develop methods for communication, evaluation and accountability with managers;
- Address workforce succession planning, employee retention, and leadership development in anticipation of retirements and organizational turnover;
- Continue strengthening public engagement efforts that ensure all residents feel informed, heard, and represented;
- Build on productive relationships with school leadership to foster communication, collaboration and mission driven priorities;
- Include community partners to support long-term planning and service coordination.

Core Responsibilities

The Town Manager's responsibilities, as outlined in the Town Charter, include but are not limited to:

- The Town Manager is the chief executive and administrative officer of the Town, managing the operations and departments of the general government;
- Prepare for the Town Council a complete financial plan of all town funds and activities, including preparing the annual budget and proposed capital expenditures, maintaining financial records, and providing regular reports to the Council;
- Appoint and supervise most town employees (except school department), administer personnel policies, and negotiate contracts;
- Keep the Town Council informed on developments in municipal administration, grants, and other items of significance at the local, state, and federal level;
- Provide reports and factual information to the Town Council to facilitate policy formulation and best practice decision making;
- Manage town property and facilities (excluding schools and conservation land) and maintain an inventory of assets;
- Responsible for compliance with laws, ordinances, and Council Orders.

Leadership Style and Characteristics

The Town seeks a candidate with the following attributes:

Section L, Item 3.

- Integrity, professionalism and sound judgement;
- Strong communication skills;
- Visible and approachable management style;
- Collaborative approach involving stakeholders and the ability to make tough decisions;
- Strong analytical and fiscal management skills;
- A commitment to accountability, transparency and continuous improvement.

QUALIFICATIONS

The Town Charter states that the Town Manager shall be a person of proven administrative ability, specially qualified by education and training, with at least 5 years of full-time paid experience as a city or town manager, or an assistant city or town manager, or the equivalent public or private sector level experience.

The town manager shall devote his full-time to the office and shall not hold any other public office, elected or appointed, nor shall be engage in any other business, occupation or profession during his term unless such action is approved, in advance, by the town council."

SALARY AND BENEFITS

The anticipated entry-level annual salary range for this position is \$200,000 - \$250,000, depending on experience and qualifications. The Town will negotiate a comprehensive employment contract, including standard and voluntary benefits offered by the Town. The position is full-time and requires in-person presence on-site.

APPLICATION PROCESS

Submit a cover letter and resume to the Collins Center for Public Management recruitment email at: CollinsCenterRecruit@umb.edu and include in the subject line "LAST NAME – RANDOLPH". The deadline for applications is **September 18, 2026**. Please contact Mary Flanders Aicardi, HR Practice Leader, at 508-215-8992 with any questions.

The Town of Randolph is an Equal Opportunity Employer. All applicants shall receive equal consideration and treatment in employment without regard to race, color, relation, ancestry, national origin, age, disability, sexual orientation, military status, marital status, familial status, genetic information, or any other status protected by law.

Town of Randolph
Town Manager Interview Committee Charge
2026

1. The Town will form a Town Manager Interview Committee for the purposes of reviewing all submitted resumes and conducting the first round of interviews. The Interview Committee shall work collaboratively with the staff of the Collins Center to screen applicants, create appropriate interview questions, conduct initial interviews and recommend candidates to be moved to the next phase in the process and potentially become finalists.
2. The Interview Committee is governed by the provisions of the Open Meeting law, and members should follow those provisions. The review of resumes, preliminary interviews and any deliberations regarding candidates will be held in executive session.
3. The Collins Center will receive and collect all resumes that are submitted applying for the position of Town Manager. Once the application period is closed, the Collins Center will compile and forward all resumes to the Interview Committee.
4. The Collins Center will also review the resumes and provide analysis and recommendations to the Interview Committee regarding candidates who best meet the Town's request for qualifications.
5. While the position is being posted, the Collins Center will meet with the Interview Committee to plan the review process. The Collins Center will provide guidance to the Interview Committee on issues of confidentiality and avoiding social media. This part of the process shall be conducted in open session.
6. The Collins Center will assist the Interview Committee to establish a set of standardized questions to be asked of all candidates, in accordance with MCAD guidelines, and will work with the Committee to determine the method of interviews. The questions will be finalized by the Screening Committee prior to the review of applications. This part of the process shall be conducted in open session.
7. After the resume deadline, the Collins Center will provide a confidential link to Interview Committee members including all resumes received. The Center does not screen out any candidates. The Center facilitates the work of the Screening Committee. Committee members must respect and do nothing that will compromise the confidentiality of names of any and all applicants.
8. The Center recommends and uses a consensus approach to deliberations of candidates to determine which candidates to invite for a preliminary screening interview. Doing so encourages discussion and allows for support of those candidates moving forward

without a “score” and enables candidates from non-traditional and diverse backgrounds to be evaluated fairly.

9. Using this process, candidates to be invited for a preliminary interview will be identified.
10. The Interview Committee is instructed not to interview any candidates as a “courtesy.” Only candidates who are determined to be qualified shall be interviewed.
11. Committee members should not perform any social media or internet searches on any applicant as this may introduce bias into the process and could invalidate the search process.
12. In carrying out its work the Interview Committee will utilize the Position Profile, as approved by the Town Council, the requirements contained in the Town Charter concerning the hiring of a Town Manager, and the advice of the Collins Center staff to guide its actions.
13. The Interview Committee shall maintain the names and any information about resumes, candidates, interviews and deliberations in strict confidence.
14. After candidates are selected for a preliminary interview, the Collins Center recruitment team will schedule and facilitate the preliminary interviews with the Interview Committee. At the conclusion of the interviews the recruitment team will facilitate the Committee’s deliberations to identify potential finalists.
15. Similar to the review of resumes, a consensus approach is taken to determine which candidates to advance as potential finalists.
16. The Interview Committee shall not attempt to re-interview candidates through any means during the work of the Interview Committee, including through contacting friends, an interview with any individual member of the Committee, research on the internet, etc.
17. The names forwarded to the Town Council for consideration shall be voted as an unranked slate of candidates.
18. The names of people interviewed must remain confidential throughout and beyond the Interview Committee process and only the names of those to be interviewed by the Town Council will become public.
19. No member of the Interview Committee will comment on any aspect of the process to anyone, including Town employees, the public or the media, except as specifically authorized by the Town Council President.
20. The Interview Committee Chair shall be the liaison to the Collins Center.

21. Once the tentative finalists have been chosen, the Collins Center will conduct Reference Checks. Reference Checks of tentative finalists are extremely thorough. The Collins Center recruitment team will speak with employers, professional peers, and subordinates, systematically posing the same questions to references for each potential finalist. Once Reference Checks are complete, those candidates with positive references will be forwarded for consideration to the Town Council, resulting in the presentation of qualified, well-vetted candidates to the Council as finalists for consideration.
22. The provisions of this Charge to the Interview Committee shall be administered by the Chair of the Interview Committee and by the Town Council President. Any rulings on how to apply these provisions shall be made by those two officers, working in concert with one-another.



Via E-mail

August 4, 2026

Randolph Town Council
Town of Randolph
41 South Main Street
Randolph, MA 02368

Dear Members of the Randolph Town Council:

Comcast appreciates the opportunity to provide input regarding the Town of Randolph's consideration of zoning language related to data centers. We recognize and respect the Town's interest in ensuring that large-scale data center development is appropriately reviewed, sited, and regulated, particularly where such facilities may create significant energy, land use, infrastructure, or neighborhood impacts.

As the Council continues its review, Comcast respectfully suggests that you consider amendment(s) that include clear language distinguishing large-scale data centers from essential telecommunications, broadband, and network facilities. Without such clarification, a broadly worded definition of "data center" could unintentionally capture traditional telecommunications facilities, including broadband headends, hub sites, network interconnection facilities, wireless infrastructure, or emergency communications infrastructure that are materially different in scale, function, and community impact from large hyperscale data centers.

Telecommunications and broadband facilities are critical infrastructure. These facilities support residential and commercial connectivity, public safety communications, video distribution, network resiliency, and emergency communications during severe weather events, natural disasters, public health emergencies, and other community disruptions. They also must often be located in proximity to existing network architecture in order to serve residents, businesses, institutions, and municipal customers reliably.

For those reasons, we respectfully ask that you include the following language in zoning regulations around data centers:

Telecommunications Services Exemption

A structure or facility shall not be classified as a "data center" where the primary purpose of such facility is telecommunications services, including but not limited to wireline, wireless, broadband, or network interconnection services, or emergency communications infrastructure. Such facilities shall not be subject to the zoning, siting, or operational restrictions applicable to a data center.

This exemption would not prevent Randolph from regulating large-scale data center development. Rather, it would provide necessary clarity that essential communications infrastructure is not inadvertently swept into a regulatory framework intended for facilities of a fundamentally different scale, purpose, and impact.

By contrast, many modern data center regulations are intended to address large-scale facilities associated with high electrical demand, significant cooling systems, and intensive computing uses, including artificial intelligence, cloud computing, or large-scale digital storage. Comcast's local telecommunications facilities, including headends and hub sites, are significantly smaller in electrical load and physical scale than

hyperscale data centers and should not be subject to the same zoning, siting, buffering, or operation restrictions.

To avoid unintended consequences while preserving the Town's ability to regulate true large-scale data centers, Comcast also respectfully recommends that the Town adopt a definition that includes an appropriate electrical-load threshold and parcel-based limitation. Comcast's suggested language is as follows:

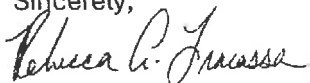
Recommended Data Center Definition

"Data center." A structure or multiple structures on one parcel that has a connected utility capacity greater than 10MW electricity load and may have an interruptible energy supply, generator, battery, or both; cooling systems, mechanical or evaporative or both; and other temperature control infrastructure. Composed of one or more businesses, owners, leaseholders, or tenants, the primary square footage function of the structure is the processing, computing, origination, storage, and transmission of digital information.

Comcast respectfully submits that these clarifications will help protect the Town's legitimate land use objectives while preserving the ability to maintain and improve reliable broadband, telecommunications, video, and emergency communications services for Randolph residents, businesses, and public institutions.

We appreciate your consideration of this request. Please do not hesitate to reach out with any questions or to discuss further.

Sincerely,



Rebecca Fracassa

Director, GCA, Metrowest & Southeastern MA