

2026 Boards & Commissions Selection Committee
Meeting Minutes – June 17, 2026

Meeting called to order at 5:33pm. Quorum was present.

Agenda approved unanimously.

Public forum closed at 5:45pm and again at 5:51pm.

- 7 speakers – Celia Bird, Romeo von Hermann, Jonathan Chapple-Sokol, Miriam Stoll, Erik Monsen, Karen Rowell, Mary Wesley

Unanimously adopted the following **application review process** for June 2026 appointments (more discussion is needed between Council and Mayor to establish more standard, consistent procedures for future appointment beyond June 2026):

- Incumbency is respected and overweighted as a consideration but does not guarantee re-appointment. All applications, both from incumbents and from new applicants, will be considered for all vacancies.
- All untimely applications will be considered without prejudice.
- Political party may be considered when reviewing applications, but it won't be the sole or primary consideration.
 - Attorney Brown: BRV is the only board/commission for which political affiliation is important – there can't be more than 6 members representing the same political party (note: there is no requirement that all political parties be represented, nor is there a minimum required number of members representing any particular political party)
- Interviews will be considered when evaluating candidacy for positions, but it won't be the sole or primary determining factor, given that some individuals may not be available to attend the interviews despite their interest.
- Revised list of factors that may be considered when evaluating applications:
 - Existing board/commission composition and identified skill and representation gaps.
 - Representation from underserved or underrepresented communities.
 - Geographic representation by Ward.
 - Incumbency status.
 - Attendance/engagement history for reappointment candidates.

- Feedback from City department heads and staff.
- Political party affiliation.
- Any disclosed conflicts of interest.
- Statutory or charter requirements.
- Residency requirements.
- Revised list of factors that may not be considered by the Committee while reviewing applications:
 - Endorsements of elected officials or candidates.
 - Personal relationships with Committee members.
 - Protected characteristics, except where consideration is necessary to advance lawful representation goals.

The Committee **discussed applications**:

- Airport Commission – Motion passed unanimously to move William “Chip” Mason to the slate of applicants being recommended to City Council for re-appointment.
- Board of Assessors – Motion passed unanimously to move Jonathan Chapple-Sokol to the slate of applicants being recommended to City Council for re-appointment.
- Board of Health – Motion passed unanimously to move Celia Bird and Jennifer Tomczak to the slate of applicants being recommended to City Council for re-appointment.
- Board of Registration of Voters – Motion carried 4-1 (Councilor Grant nay) to interview all applicants except William Oetjen at the Monday, June 22 meeting. Motion also stipulated that interviews would be considered alongside all other application factors so as to not hurt the applications of those who are unavailable to make the interview time.
 - Councilor Grant made an initial motion to move Michelle Lefkowitz and David Robert Cawley to the slate. This motion was eventually withdrawn during committee discussion.
 - Councilor Barlow wasn’t prepared to vote on individuals to move to the slate and expressed a strong preference for interviewing all applicants.
 - Councilors Grant and Carpenter were in favor of selecting candidates to interview.
 - Councilor Barlow strongly encouraged interviewing all candidates to be consistent with the way the Committee is approaching the interviews that evening (in which all candidates for those boards/commissions were invited to interview).

- Councilor Sanchez-Parkinson and Chair Monroe Zakaras were sympathetic to Councilor Barlow’s position but did not express a strong preference either way.
 - Councilor Carpenter made a motion to interview all candidates except William Oetjen.
 - Councilor Sanchez-Parkinson proposed an amendment that the interviews would be considered but alongside all other application factors, since some individuals may not be available to attend the one interview window on Monday.
 - Councilor Carpenter found this amendment to be friendly.
 - Councilor Grant proposed an amendment to interview all but William Oetjen and Jeffrey Comstock.
 - Councilor Carpenter did not find this amendment to be friendly.
- Board of Tax Appeals – Motion passed unanimously to move David Maher, Dorothy Commo, Margaret McGovern, and Sean Hurley to the slate of applicants being recommended to City Council for re-appointment.
- Cemetery Commission – Motion carried 4-1 (Councilor Grant nay) to interview all applicants at the Monday, June 22 meeting.
 - Councilor Barlow started to make a motion to move the incumbent applicants to the slate, but Chair Monroe Zakaras requested discussion first.
 - Chair Monroe Zakaras pointed out that the two new applicants were very interesting and highlighted that Miles McCallum would fill some representation gaps (younger age, person of color) and would bring professional and academic experience related to cemeteries.
 - Councilor Sanchez-Parkinson also expressed interest in and excitement by the new applicants and appreciated them applying.
 - Councilor Grant was in favor of moving Miles McCallum and Martha Dallas to the slate, though Councilor Carpenter observed the Committee was not in agreement on this and requested interviews.

When the Committee moved to the interview portion of the meeting, Chair Monroe Zakaras returned to Councilor Barlow’s earlier comment that all interviewees should be asked the same basic questions for fairness and consistency. Chair Monroe Zakaras noted that the Committee had not yet had time to establish what those questions would be. Councilor Grant emphasized that some flexibility with questioning is needed to account for different types of positions/applications, which Councilor Barlow agreed with. Councilor Sanchez-Parkinson proposed that all applicants be asked 2 standard questions about their interest in (re)applying and

the skills and experience they bring to the position, with flexibility for Committee members to ask follow-up questions if needed. The Committee unanimously agreed to this.

The Committee conducted **interviews**:

- Church Street Marketplace Commission (note all interviewees were applying for an at-large Burlington resident position): Rebecca “Becky” Holt, Anne Paradiso, Romeo von Hermann, Erik Monsen, Marykate Moore
 - The Committee expressed some confusion around the Marketplace Charter requirements for composition of this Commission. Councilor Carpenter noted that there are essentially two types of positions – business owners and at-large residents – and we needed to know which of these the vacancies applied to, and which the applicants were being considered for. Councilor Grant read the Charter language on Commission composition, which noted that 2 members needed to be CSM business owners, and 2 members needed to be Downtown business owners. Chair Monroe Zakaras had a question about whether the business members could be considered both CSM and Downtown or if it had to be one or the other. She also shared an email exchange she had with Marketplace Director Sam McGinnis about the applications, in which McGinnis indicated that “[w]e can’t fill all of the four open spots with the candidates we have because we are missing a CSM or Downtown business owner.” The Committee ultimately agreed to proceed with interviews but to ask each applicant what type of position they are applying to, and confirming the composition requirements before the next discussion about these applications.
 - Note that during her interview, Becky Holt helped clear up some of the questions about Commission composition, including that the business owner members had to be either CSM or Downtown, but not both.
- Planning Commission: Andy Montroll, Erin Malone, Dylan Shelby, William “Gil” Livingston, Henry Severance
 - Chair Monroe Zakaras noted that Daniel Goltzman emailed Lori Olberg that he was traveling out of country and couldn’t be there for an interview, but re-affirmed his interest in serving on this Commission.
 - Shelby applied to 2 other boards/commissions and indicated that Planning was his preference though would gladly serve on any.
 - Livingston applied to 1 other board/commission and indicated that Planning was his preference though would gladly serve on any.
- Police Commission: Erin Jacobsen, Michaela Finneran, Mary Cox, Romeo von Hermann, William “Gil” Livingston

- Councilor Grant requested that interviewees to the Police Commission speak to importance of community engagement and de-politicizing the work of the Commission.
- Retirement Board: David Mount, Deirdre Keenan, Alan Matson
 - Chair Monroe Zakaras noted that Eric Avildsen emailed Lori Olberg that he was traveling out of country and couldn't be there for an interview, but re-affirmed his interest in serving on this Board.

After the interviews concluded, the Committee moved to **discussion of the next meeting agenda**, with Chair Monroe Zakaras noting that the Committee needed to decide which interviews to conduct then. Councilor Grant suggested that the Committee try to make a few more quick decisions to narrow down the pool of applications to be considered at the next meeting, which the Committee agreed to, with Councilor Barlow noting he had to stop by 9:00pm.

The following application decisions were made:

- Conservation Board – Motion passed unanimously to move Lee Toomey to the slate of applicants being recommended to City Council for re-appointment.
- CSWD Commission – Motion passed unanimously to move Joseph “Lee” Perry to the slate of applicants being recommended to City Council for re-appointment.
- Design Advisory Board – Motion passed unanimously to move Richard Martin and Jay White to the slate of applicants being recommended to City Council for re-appointment.
- Development Review Board – Motion passed unanimously to move Marina Campbell, Chase Tyler, and Sean McKenzie to the slate of applicants being recommended to City Council for re-appointment.
 - Before the next meeting, the Committee needs to determine whether these applicants are applying for the full or alternate position.
- Fire Commission – Motion passed unanimously to move Ashley Bond and Monica Chapman to the slate of applicants being recommended to City Council for re-appointment.
- Fence Viewer – Motion passed unanimously to move Charlie Giannoni, Shay Totten, and Vikas Mangipudi to the slate of applicants being recommended to City Council for re-appointment.
- Housing Board of Review – Motion passed unanimously to move Dylan Shelby to the slate of applicants being recommended to City Council for re-appointment.

- Public Works Commission – Motion passed unanimously to move Julie Hays and Marcie Gallagher to the slate of applicants being recommended to City Council for re-appointment.
- Parks and Recreation Commission – Motion passed unanimously to invite all applicants to interview at the June 22 Committee meeting.
- Electric Light Commission – Motion passed unanimously to invite all applicants to interview at the June 22 Committee meeting.
- GMT Board – Chair Monroe Zakaras noted that she got an untimely application from Lori Olberg from incumbent Andrea Suozzo, which she will share with the Committee for discussion at the June 22 meeting.
- Vehicle for Hire Licensing Board – Councilor Sanchez-Parkinson expressed interest in helping to advertise for this position, since we still have a vacancy with no applicant. Chair Monroe Zakaras recommended that she reach out to Lori Olberg for a description. Some discussion ensued between the Committee and Romeo von Hermann about this Board and how hard it is to fill the vacancies.

The **meeting adjourned** at 9:16pm.