



## APPOINTMENTS

Town of Franklin  
Finance Director/Comptroller

Christopher M. Sandini, Sr.

The Finance Director/Comptroller interview committee has recommended the appointment of Christopher M. Sandini, Sr. to serve as Finance Director/Comptroller of the Town of Franklin.

**MOTION** to ratify the appointment by the Town Administrator of Christopher M. Sandini, Sr. to serve as Finance Director/Comptroller of the Town of Franklin effective January 2, 2018.

**DATED:** \_\_\_\_\_, 2017

**VOTED:**

**UNANIMOUS** \_\_\_\_\_

**A True Record Attest:**

**YES** \_\_\_\_\_ **NO** \_\_\_\_\_

**Teresa M. Burr**  
Town Clerk

**ABSTAIN** \_\_\_\_\_

**ABSENT** \_\_\_\_\_

\_\_\_\_\_  
, Clerk  
**Franklin Town Council**


# Town of Franklin

Town Administrator  
Tel: (508) 520-4949



Fax: (508) 520-4903

355 East Central Street  
Franklin, Massachusetts 02038-1352

TO: Town Council  
FROM: Jeffrey D. Nutting, Jamie Hellen   
DATE: November 9, 2017  
RE: Ratification of Finance Director Appointment

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## Application Process

The application process for the Finance Director started in August 2017. We posted the position on our website and the Municipal Building Bulletin Board from August 15 – September 30, 2017. The position was advertised in the September issue of the Beacon magazine. The posting also appeared on the websites of the Massachusetts Municipal Association (MMA), the Massachusetts Government Finance Officers Association (MGFOA) and the Massachusetts Municipal Auditors' & Accountants' Association (MMAAA).

We received applications from seventeen candidates, most of which did not have the minimum required qualifications. We invited the top four candidates to come in for in-person interviews. One candidate had recently accepted a position with another town and declined our invitation for an interview. We interviewed three candidates.

The interview committee consisted of Town Councilor Peter Padula, Finance Committee Member Susan Dewsnap, Town Administrator Jeff Nutting, Deputy Town Administrator Jamie Hellen, Human Resources Manager Karen Bratt, and School Business Manager Miriam Goodman.

## Recommendation

The interview committee recommends Mr. Christopher Sandini to be the Finance Director for the Town of Franklin. Mr. Sandini is currently the Finance Director in Hopkinton. Prior to his appointment in Hopkinton, Mr. Sandini served as the Director of Finance and Information Technology in Hudson for 19 years.

## Candidate Profile

Mr. Sandini has over 20 years of experience in municipal government. Before starting his career in municipal government, Mr. Sandini worked as an Auditor and CPA for a firm specializing in governmental audits. He has a Bachelor's Degree in Business Administration with a concentration in Accounting from the UMass/Lowell.

## Christopher M. Sandini, Sr.



### OBJECTIVE

Utilize my strong financial and operational skills to make a difference in a progressive municipality.

### EXPERIENCE

November 2015-Present

Town of Hopkinton, Hopkinton, Massachusetts

Director of Finance and Chief Financial Officer

1996-November 2015:

Town of Hudson, Hudson, Massachusetts

Director of Finance and Information Technology / Town Accountant - Oversee five offices in the financial operations of the Town. Administer and direct IT including infrastructure, PC and server set-up and deployment and software implementations. Maintain the books and records of the Town and approve all expenditures and payrolls. Defacto HR Administer of Town employee and retiree benefits.

### Skills & Accomplishments

- Play an integral role in the planning and execution of many balanced budgets, all without the use of operational overrides.
- Regularly meet with department heads to discuss budgetary and capital needs. Developed a financial framework, working cooperatively with our department heads.
- Serve on and sometimes chaired many ad hoc committees.
- Participate in the preparation of several Town Meeting Warrants.
- Approve all procurements as Chief Procurement Officer.
- Secured 3 bond rating upgrades and many positive reviews.
- Spearheaded an effective program that removes Tax Title properties from our balance sheet, generating excess revenue.
- Administer the Town's self-insured health plan and unemployment insurance program.
- Supervise the payroll department.
- Have completed many IT projects including a state of the art high-speed broadband network connecting all major Town structures.
- Proficient at developing understandable financial reports that are easy to produce using 3rd party software. Provides the users timely information to make informed decisions.

1997-Present:

Marlborough Retirement System, Marlborough, Massachusetts

Board Member - Deliberate and vote on a wide range of issues covering retirement law, superannuation and disability retirement and the investment and maintenance of a multimillion dollar portfolio.

1987-1996:

McCarthy, Hargrave & Co., CPA, Worcester, Massachusetts

Auditor and CPA\* - Served as Office Administrator, Auditor and ultimately Field Supervisor for a firm specializing in governmental audits.

## **EDUCATION**

University of Lowell; Bachelor of Science in Business Administration with Concentration in Accounting, cum laude 1986.

Certified Public Accountant 1994 (\*License currently inactive).

Several courses and seminars covering human resources, insurance and benefits administration and management and financial topics. Well versed in various laws and regulations including employment, procurement, bargaining, ethics, open meeting and health and other benefits.

## **OTHER**

Massachusetts Municipal Management Association; Massachusetts Society of Certified Public Accountants; Government Finance Officers Association; Massachusetts Government Finance Officers Association; Massachusetts Municipal Auditors and Accountants Association.

Speaker at a yearly Public Policy seminar for the McCormick Institute held at UMASS Boston on financial and budgetary considerations of municipalities.