



**Town of Arlington
Office of the Town Manager**

Adam W. Chapdelaine
Town Manager

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MEMORANDUM

DATE: September 21, 2020

TO: Board Members

SUBJECT: Appointment as an Associate Member to the Conservation Commission

This memo is to request the Board's approval of my appointment of Douglas Kilgour, Arlington, MA, as an Associate Member on the Conservation Commission, with a term expiration date of 06/30/2022.

A handwritten signature in blue ink, appearing to read "Adam W. Chapdelaine".

Town Manager

From: Douglas Kilgour <douglas.kilgour@gmail.com>
To: townmanager@town.arlington.ma.us
Cc: esullivan@town.arlington.ma.us
Date: Wed, 5 Aug 2020 14:47:43 -0400
Subject: Consideration for a position on the Conservation Committee

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To: Susan Chapnick
CC: Emily Sullivan

Hello,

My name is Douglas Kilgour and I'd like to be considered for a position within the Conservation Committee for the Town of Arlington. My wife Olivia, my daughter Eleanor, and I moved to Arlington during the Spring of 2019. We love the Arlington Community and take full advantage of the natural beauty that Arlington has to offer. I am now at a point where I'd love to give to the Arlington community, and I think the Conservation Committee would be a place where I could add value and enjoy the work.

My professional background is diverse, which will make me a strong contributor to your team. While completing my Civil and Environmental Engineering BS at The Citadel, in Charleston, SC, I focused on Land Development and Environmental Engineering. Upon completing my degree, I immediately enrolled at Auburn University, and completed an MS in Environmental Engineering, studying Water Chemistry. Following my engineering education, I worked at a Brown and Caldwell, an Environmental and Engineering Consultancy, for 3 years. While there I specialized in Water Quality, both for Industries and Municipalities.

The next chapter of my career shifted more toward business and financial management. I left my engineering position to get an MBA from Georgetown University. From there I went on to work as a Management Consultant (3 years), then as a General Manager at Wayfair (3 years), and currently I manage a limited partnership investment fund (4 years).

Nearly every professional role I've taken on has required management, collaboration, and a business-oriented mindset. I plan to bring those attributes to a position with the Conservation Committee, where I can also use my environmental engineering background to help aid the team's decisions.

I'd love an opportunity to speak over the phone, both to learn more about your team, but also to answer any questions you may have for me. Please, don't hesitate to reach out.

All the best,

Doug Kilgour

DOUGLAS KILGOUR

EXPERIENCE SUMMARY

Experienced professional in digital strategy, company analysis, ecommerce, and operations strategy. Currently managing a public equity limited partnership focusing on tech, software, and ecomm. Recently was Head of Analytics for Wayfair's Product Performance team, driving methods to reduce op costs and improve customer satisfaction. Prior to that, was the GM of the Appliance & Floorcare ecommerce categories, overseeing \$50MM annual business and partnering with over 100 Appliance suppliers. Before Wayfair, spent 6 years in business consulting and engineering consulting, leading digital transformation engagements and working with Global 500 companies across several industries.

KEY SKILLS: Ecommerce Strategy, General Management, P&L Management, Operational Strategy, Financial Modeling, Data Analysis, Market & Industry Analysis, Business Case Development

EDUCATION

MBA, GEORGETOWN UNIVERSITY

MS Engineering, AUBURN UNIVERSITY

BS Engineering, THE CITADEL

EXPERIENCE

Marlborough Partnership

Portfolio Manager

Arlington, MA

May 2018 - present

- Raised and currently managing a long only public equities fund, focusing largely on software and technology businesses; outperformed the S&P 500 Index for 3 straight years (2018, 2019, 2020), with annualized CAGR of ~12% over 5 year fund life; fund to close EOY 2020

Wayfair

Head of Analytics, Product Performance

Boston, MA

Oct 2017 – April 2018

- Built and oversaw an analytics team responsible for mitigating product performance issues for large parcel products; assessed multiple stages of the supply chain to determine where issues were most likely to occur throughout the product lifecycle; conducted SKU analyses, estimating all-in P&L of various product classes and categories; worked with internal and external stakeholders – suppliers, category department leads, warehouses and DCs, fulfillment, etc.

Category General Manager

Nov 2015 – Oct 2017

- Oversaw a \$50MM run-rate ecommerce business growing 40% annually; led the turnaround of a struggling appliances category, growing Gross Margin % from negative double digit % to positive double digit % in 18 mos; onboarded and negotiated terms with key suppliers including Dyson, Vitamix, SharkNinja, and Keurig; coordinated across Marketing, Fulfillment, Pricing, Promotions, Merchandising and Warehousing to maximize P&L performance; applied analytics methods to appliances category that were adopted across other Category Management teams

Capgemini Consulting

Senior Consultant

Atlanta, GA

July 2012 – Nov 2015

- Global Beverage Company – Led a financial business case for shifting on-premise data storage to the cloud
- Leading Healthcare Company – Led execution of a strategy procurement project for claims recovery leading to \$3MM+ in run-rate procurement savings
- Leading O&G Company – Led a digital project for C-Level to create a company-wide contractor mgmt system
- Capgemini Consulting Strategy Training – Led four internal strategy training courses: Advanced Strategic Analysis at Capgemini University in Paris (2014, 2015) and Atlanta (2015); new MBA training in Atlanta (2014)

Brown and Caldwell, Environmental Engineers and Consultants

Project Engineer/Project Manager

Nashville, TN

June 2007 – July 2010

- Led technical/business projects for Global 500 Oil and Gas, Pharma, Chemical, and Food Companies
- Designed bench-scale experiments, synthesized data, conducted cost/benefit analyses, generated recommendations

Interests: Ecommerce, Investing, Business/Industry Analysis, Horticulture, Barbecuing

OFFICE OF THE SELECT BOARD

JOHN V. HURD, CHAIR
JOSEPH A. CURRO, JR., VICE CHAIR
DIANE M. MAHON
STEPHEN W. DECOURCEY
LENARD T. DIGGINS



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TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

September 21, 2020

Douglas Kilgour
Arlington, MA 02476

douglas.kilgour@gmail.com

Re: Appointment: Conservation Commission

Dear Mr. Kilgour:

As a matter of the standard appointment procedure, the Select Board requests that you attend a virtual meeting of the Select Board conducted by remote participation, on Monday, October 5th at 7:15 p.m.

It is a requirement of the Select Board that you join this virtual meeting. This will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Information which includes the link to the meeting will be available at the bottom of the Select Board Agenda as well as on the Town Calendar when the meeting is posted Thursday, October 1st by 7:00 p.m.

Please contact this office by e-mail, amaher@town.arlington.ma.us, if you have any questions.

Thank you.

Very truly yours,
SELECT BOARD

Marie A. Krepelka
Board Administrator