

Town of *Dunstable* Selectboard
Executive Session Minutes
July 26, 2017
Town Hall, Dunstable, MA 01827

Convened: 9:25 pm

Present: Walter F. Alterisio, chair, Leah D. Basbanes, vice chair, Ronald J. Mikol, member; Tracey Hutton, Town Administrator

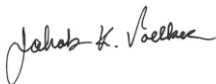
Executive Session 2) Town Administrator Contract Negotiations

Discussion started off on the components of the contract. The Board is generally pleased with those components, with the progress made and with the focus on goals and objectives. It is important for the Town Administrator to continue helping the Board understand how to run the government. How it works, what the roles are, and how to achieve what the town needs to. This makes the relationship different than in other towns, because how one compares the position to other towns is complicated by the individual needs of the town. Ms. Hutton responded by outlining what she does, the work she does, and how it compares to some of her counterparts. From there discussion turned to the numbers proposed as comparisons, and the placement of Ms. Hutton on the Wage & Compensation Chart. The Board expressed some reservations as to the process and the numbers. Ms. Hutton asked why she is different than other town employees. This prompted discussion of valid comparisons and how closely the town should evaluate employees individually in the town, essentially in a vacuum, or compared to other towns. There has to be the money, and it has to be sustainable.

In the meantime, there has to be some consideration of how to incentivize. The Town of Groton, for example, has used incentives with its Town Manager. The use of incentives appears to work in the private world for management and could be adapted. There was a question as to how soon the new contract has to be settled. Ms. Hutton responded it should be settled by the end of the fall. Discussion returned to ways that the town can think outside of the box to reward for hard work and diligence. Ms. Hutton emphasized that a lot of her work isn't making the decision, its helping other officials make decisions. And she can't always make those officials make the right one. They may be elected and too independent for that. So thought has to be put into any kind of incentivizing package. Discussion then turned to other benefits and forms of compensation. It was decided that the Board would consider various ideas and would come back to this topic to discuss further. Ms. Hutton then suggested by making a request to remove an incentive from Ms. Hutton's contract for her not to take the health insurance. The Personnel Board does not feel it appropriate for other employees and she thinks for it to be fair that it should be removed. The Board was in agreement. Discussion ended there.

A motion to exit Executive Session and adjourn was made by Leah D. Basbanes at 9:45 pm. The motion was seconded by Ronald J. Mikol. The motion was then adopted without objection by Walter F. Alterisio, Leah D. Basbanes, and Ronald J. Mikol.

Respectfully submitted by



Jakob K. Voelker
Admin. Assistant to the Selectboard & Town Administrator

Approved and adopted on 10/18/17