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TOWN CLERK
EXECUTIVE SESSION MINUTES

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DUXBURY, MASS.

BOARD OF SELECTMEN MINUTES

Present: Shawn Dahlen, Chair; David J. Madigan, Vice Chair; and Theodore J. Flynn, Clerk

Absent:

Staff: René J. Read, Town Manager, John Madden, and C. Anne Murray, Administrative Assistant

I CALL TO ORDER

The meeting was called to order at 6:45 pm in Open Session in the Duxbury Town Hall (Mural RM), 878 Tremont ST, Duxbury.

II ENTERED EXECUTIVE SESSION

After convening in Open Session, Mr. Flynn moved that the Board of Selectmen go into Executive Session for the purpose of conducting a strategy session and discussing contract negotiations with non-union personnel (Town Accountant) and then to reconvene in Open Session immediately afterward, in accordance with Mass. General Laws Chapter 30A, Section 21.

As Chair, Mr. Dahlen declared the need to enter Executive Session due to the confidential nature of discussions pertaining to contract negotiations.

A second to the motion was made by Mr. Madigan. ROLL CALL VOTE: Mr. Flynn – Aye; Mr. Madigan – Aye; and Mr. Dahlen – Aye.

OTHERS PRESENT FOR BOTH EXECUTIVE SESSIONS:

Ms. Jeannie Horne, HR Director; and Claudette Coutu, Town Accountant.

1.) CONDUCTING CONTRACT NEGOTIATIONS WITH NON-UNION PERSONNEL (Town Accountant)

Town Manager René Read said that the contract formatting has changed, but beyond that the only real changes were to the dates and dollar amounts. He mentioned as Town Manager he does have the authority to approve contracts, but prefers to do so only with notification to the Board.

He mentioned the following with regard to the new contract:

- **Term:** 3-year term; July 1, 2017 through June 30, 2020.
- **Salary:** Her current salary is \$88,705 and under the new contract it will be \$91,500, which is a 3.15% increase. She will be eligible for any additional percentage increases allowed under the Personnel Plan.

Mr. Dahlen moved to approve the contract as presented. Second by Mr. Madigan. ROLL CALL VOTE: Mr. Flynn –Aye; Mr. Madigan – Aye; and Mr. Dahlen – Aye.

ADJOURNED EXECUTIVE SESSIONS & RE-CONVENED IN OPEN SESSION

At approximately 6:48 pm having completed the Executive Session, Mr. Flynn moved that the Board of Selectmen adjourn the Executive Sessions and re-convene in Open Session at 7:00 PM. Second by Mr. Madigan. ROLL CALL VOTE: Mr. Flynn-aye; Mr. Dahlen-aye; and Mr. Madigan-aye.

Minutes respectfully submitted by C. Anne Murray

LIST OF DOCUMENTS

Executive Session documents kept in confidential file until such time they are released.

- 1) Agenda – Board of Selectmen*
- 2) Coversheet with suggested motions for entering and adjourning from the Executive Session*
- 3) Copy of the proposed contract with Town Accountant Claudette Coutu*