

Date: March 25, 2013

Date Minutes Approved: April 22, 2013

Date Minutes Released: April 22, 2012

BOARD OF SELECTMEN MINUTES

(EXECUTIVE SESSION)

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

Absent: -----

Staff: C. Anne Murray, Administrative Assistant

CONVENED IN OPEN SESSION

The meeting was called to order at 6:32 PM in the Mural Room.

VOTE TO ENTER EXECUTIVE SESSION

Upon convening the meeting, the Chair entertained a motion to enter Executive Session.

Mr. Madigan moved that the Board enter Executive to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel, and then to reconvene in Open Session immediately following, in accordance with Mass General Laws Chapter 30A, Section 21.

As Chair, Mr. Flynn declared the need to enter Executive Session to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions with non-union personnel, as to do so in open session may have a detrimental effect on the Town's bargaining position. Second by Mr. Dahlen. Roll Call Vote: Mr. Flynn – aye; Mr. Dahlen– aye; Mr. Madigan– aye.

EXECUTIVE SESSION DISCUSSION

1. DISCUSSION OF THE PRELIMINARY NEGOTIATIONS WITH RENÉ READ

Others present for this item of business:

Ms. Jeannie Horne, Human Resources Officer

The Selectmen were given the revised draft of the Town Manager Employment Agreement, which incorporated the changes discussed at the previous meeting.

Ms. Horne indicated that this Agreement is consistent with the Personnel Plan. She noted that Mr. Read did request the wording for section H. regarding the bereavement provisions, but since it is in effect similar to the Personnel Plan it was left as he requested.

One date correction was pointed out to be made in Section II. Term.

As the Board was satisfied with the draft Agreement, the discussion then turned to what the next steps should be.

The next steps discussed were as follows:

- 1) For Jeannie Horne and Richard MacDonald to discuss the draft Agreement with René Read to answer any questions he might have and/or to provide some explanation for why the provisions were written as drafted.
- 2) Then assuming there are no major issues, the Selectmen would like to meet with René Read in Executive Session at their April 8, 2013 meeting, and assuming agreement will be reached to also include the Town Manager's Employment Contract as an item of business for Open Session on the April 8, 2013 agenda.

FACILITIES MANAGER DISCUSSION:

Before adjourning to reconvene in Open Session the Selectmen asked Ms. Horne where the process was for the hiring of a Facilities Manager? She responded that a Facilities Manager Search Committee needs to be appointed. Then the next step would be to prepare the advertisement. There was a brief discussion about the advertisement regarding how to approach the salary range in the advertising the position. There was general agreement to only use the beginning of the range in the advertisement of the position.

ADJOURNMENT

At 6:55PM, Mr. Dahlen moved that the Board adjourn the Executive Session and reconvene in open session. Second by Mr. Madigan. ROLL CALL VOTE: Mr. Dahlen – “aye”; Mr. Madigan – “aye” and Mr. Flynn – “aye”.

LIST OF DOCUMENTS

- 1) *TOWN OF DUXBURY TOWN MANAGER EMPLOYMENT AGREEMENT-DRAFT .*