

**HOLDEN BOARD OF SELECTMEN  
EXECUTIVE SESSION MEETING MINUTES  
DECEMBER 7, 2009**

7:31PM

Memorial Hall

Present: Chairman Kimberly Ferguson, James Jumonville,  
Anthony Renzoni, David White, Kenneth O'Brien

Others Present: D. Moschos, Labor Counsel  
Elizabeth Helder, Recording Secretary

**1. Non-Union Contract Negotiations**

The Selectmen reviewed a letter from Nancy Galkowski regarding her contract negotiations. Chairman Ferguson said she participated in a conference call with Ms. Galkowski and Ms. Galkowski's attorney on 12/7/09 to discuss the letter.

The Chairman said she anticipates meeting with Ms. Galkowski in person on 12/14/09.

Motion by Sel. White, seconded by Sel. O'Brien, it was **UNANIMOUSLY VOTED TO APPROVE CHANGES MADE TO SECTION 2 OF THE EMPLOYMENT CONTRACT THAT BOTH PARTIES ENTER INTO CONTRACT NEGOTIATIONS SEVEN MONTHS PRIOR TO THE END OF THE CONTRACT. ROLL CALL VOTE: Renzoni: yes; Jumonville: yes; O'Brien: yes; White: yes; Ferguson: yes.**

The Board discussed several requests from Ms. Galkowski regarding employment protection under section 12. Attorney Moschos said that the requests could not be considered due to the language that exists in the Town Charter. Mr. Moschos said he would incorporate the language of the Town Charter in this portion of the Contract.

Motion by Sel. White, seconded by Sel. O'Brien, it was **UNANIMOUSLY VOTED TO NOT ACCEPT MS. GALKOWSKI'S AMENDMENTS TO SECTIONS A AND C AND INCORPORATE THE TOWN CHARTER PROVISION IN THESE SECTIONS. ROLL CALL VOTE: Renzoni: yes; Jumonville: yes; O'Brien: yes; White: yes; Ferguson: yes.**

The Board reviewed Section D/Severance. Mr. Moschos said that Ms. Galkowski requested a severance period of 12-months. Mr. Moschos recommended that the Board consider incorporating a severance clause in the contract for a period of six months. Additionally, the word "gross" will be struck from the section.

Motion by Sel. White, seconded by Sel. Renzoni, it was **UNANIMOUSLY VOTED TO INCORPORATE A SIX MONTH SEVERANCE IN SECTION D AND STRIKE THE WORD "GROSS" FROM THE SECTION. ROLL CALL VOTE: Renzoni: yes; Jumonville: yes; O'Brien: yes; White: yes; Ferguson: yes.**

The Selectmen agreed to conduct a special preliminary evaluation at the six-month employment date in August 2010. The August 2011 evaluation will be conducted using the current Town Manager's Performance Evaluation.

The Board discussed Section 7/Vacation. The Chairman said Ms. Galkowski has requested 5 weeks vacation, and a carry over option of up to two weeks, incase of time restraints/emergencies. The Board discussed including a provision in the event something precludes taking her vacation. Sel. Renzoni suggested allowing a carry over clause, but limit the vacation to 4 weeks. Sel. O'Brien said he was opposed to the carry over request because he feels it is important that the CEO of the Town take time away from the job for mental health reasons.

The Board directed the Chairman to negotiate a vacation carry over clause not to exceed two weeks and vacation allowance not to exceed 5 weeks. The sentiment among the Board is a four-week vacation with no carry over.

In her letter, Ms. Galkowski requested that her contract be credited for 90-days of sick leave (offered 30) to accumulate to a maximum of 180-days. This request is based on the waiting period before long-term disability is available.

Motion by Sel. O'Brien, seconded by Sel. Renzoni, it was **UNANIMOUSLY VOTED TO OFFER MS. GALKOWSKI 30 DAYS SICK LEAVE AND IN CASE OF A SERIOUS ILLNESS CREDIT FOR AN ADDITIONAL 60 DAYS OF SICK LEAVE. ROLL CALL VOTE: Renzoni: yes; Jumonville: yes; O'Brien: yes; White: yes; Ferguson: yes.**

Motion by Sel. O'Brien, seconded by Sel. Renzoni, it was **UNANIMOUSLY VOTED THAT MS. GALKOWSKI IS ELIGIBLE FOR HOLIDAYS THAT MANAGEMENT EMPLOYEES RECEIVE. ROLL CALL VOTE: Renzoni: yes; Jumonville: yes; O'Brien: yes; White: yes; Ferguson: yes.**

The Board discussed Ms. Galkowski's disability and life insurance policy requests. The Board agreed to wait for policy quotes before making a decision.

Chairman Ferguson said that Ms. Galkowski had requested a deferred compensation package of 5% of her salary. Mr. Moschos said that most companies match 3% of annual salary.

Motion by Sel. Ferguson, seconded by Sel. White, it was **VOTED 4-1 WITH 1 OPPOSED TO DIRECT THE CHAIRMAN TO NOT EXCEED 3% WHEN NEGOTIATING THE DEFERRED COMPENSATION PACKAGE. (OPPOSED: JUMONVILLE.) ROLL CALL VOTE: Renzoni: yes; Jumonville: no; O'Brien: yes; White: yes; Ferguson: yes.**

Sel. Renzoni spoke in support of keeping the total compensation package to 135K. Sel. Jumonville said that he would like to keep the salary below 120K and does not approve of accruing vacation. The Chairman said she was uncomfortable offering a salary that low. Sel. White said that an offer of 120K was not a good faith offer. Mr. Moschos said that he would recommend a salary of 125K. He cautioned against offering a salary of 120K calling it a "high risk" offer.

Motion by Sel. Renzoni, seconded by Sel. O'Brien, it was **VOTED 4-1 WITH 1 OPPOSED TO DIRECT THE CHAIRMAN TO NEGOTIATE A TOTAL COMPENSATION PACKAGE NOT TO EXCEED 135K. (OPPOSED: JUMONVILLE.) ROLL CALL VOTE: Renzoni: yes; Jumonville: no; O'Brien: yes; White: yes; Ferguson: yes.**

## 2. Recess to Regular Meeting

Motion by Sel. White, seconded by Sel. O'Brien, it was **UNANIMOUSLY VOTED TO RECESS TO REGULAR MEETING AT 8:44PM. ROLL CALL VOTE: Renzoni: yes; Jumonville: yes; O'Brien: yes; White: yes; Ferguson: yes.**

**APPROVED:** \_\_\_\_\_ January 19, 2010