

**BOARD OF SELECTMEN  
MINUTES OF MARCH 2, 2017  
EXECUTIVE SESSION**

**PRESENT:** Mr. Dario F. Nardi; Chairman, Mr. James A. Gagner, Jr., and Mr. Marc W. Richard, Clerk

**ATTENDEES:** Rebecca Acerra

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Opened the Meeting at 6 PM and Chairman Nardi dispensed with the Pledge of Allegiance at this time.

Motion to vote to enter into Executive Session under MGL c30A, Section 21(a)(2) – “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” made by Mr. Nardi; second: Mr. Gagner – unanimous. Roll Call – 3 yes votes. Mr. Nardi stated that the Board will reconvene following the close of this portion for the regular meeting.

The Board met this evening with Rebecca Acerra to discuss an Employment Agreement for the position on Administrative Secretary. This is a position that she has filled in the past and is currently serving in the position as an interim basis.

The current Employment Agreement template was used with the same base rate of \$35,020.00 with an additional \$10,000.00 for the duties of the Records Access Officer. The State has now mandated that each community have a person(s) delegated to perform such duties. Our town has a significant amount of requests’ and if not handled in a proper or timely manner could cost the town money.

This will need Town Meeting approval. The Board will re-negotiate should the combined position be defeated on the floor. Mrs. Acerra was satisfied with the Board’s proposal and thanked them for the opportunity.

With no further discussion, the following motion was made: Motion to approve the Employment Agreement for Rebecca Acerra for the position of Administrative Secretary and Records Access Officer as written made by Mr. Gagner; second: Mr. Richard – unanimous.

The vote will need to be ratified in open session. Motion to exit Executive Session and reconvene at 7 PM for the regular Selectmen’s Meeting.

Respectfully submitted,

Rebecca Acerra  
Administrative Secretary

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Marc W. Richard, Clerk