

Board of Selectmen
Minutes of Executive Session, February 14, 2017
Bourne Community Building
Bourne, MA 02532

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TOWN CLERK BOURNE

In attendance -

Selectmen: Donald Pickard, Chairman; Peter Meier, Vice Chair; George Slade, Clerk; Michael Blanton; Stephen Mealy;

Town Administrator Tom Guerino

5:45 p.m. Chairman Pickard called to order to convene in Executive Session. Motion to enter Executive Session for the purpose stated by Meier, seconded by Blanton Roll call vote to convene: Blanton – yes; Meier – yes; Slade – yes; Mealy - yes; Pickard - yes;

Re: Discussion regarding the renewal of the town administrator's contract including following topics

1. Pickard verified with board members:
 - a. a corrected new proposed annual base salary request, and;
 - b. an amended annual level of comprehensive disability and life insurance;
2. If the minimum basis of salary increase be linked to all employees or the Boston area Consume Price Index (CPI)
3. Removal of the ICMA Credentialed Manager Certificate or equivalent program
4. Change in requirements of town owned vehicle
5. Hiring of assistant town administrator (ATA) and job description - Various possible elements of the merit increase, including the success of the ATA and how it might be measured
6. Vacation buy back - Assuming an assistant town administrator is hired, Guerino can exercise option to buyback one week during the first year and forego the buyback in subsequent years
7. Provision for the monthly amount, generally used for expenses and the ongoing treatment of these monthly payments and tax/pension implications
8. The timing of the annual performance evaluation and its effect on a merit increase

Chairman Pickard asked for motion to adjourn executive session. Motion to adjourn Executive Session and reconvene regular session by Meier, seconded by Blanton

Roll call vote: Blanton – yes; Meier – yes; Slade – yes; Mealy - yes; Pickard - yes;

Ended Executive Session at 6:50 p.m. Chair Don Pickard called to order regular session

Motion to Approve, Encumber, and refer to Town Clerk for Special Sealed File 08/8/2017

Motion to Unencumber and refer to RAO 8/15/2017