

PRESENT: Selectmen Roland P. Nutter, Lisa M. Ferolito and Bill Greathead; Tracie Looney; Administrative Assistant

The meeting was called to order at 6:01 PM.

10/18/2018 - Minutes

## 1. Action Items

### 1.1. Confirmation Of Appointment Of Town Administrator

Mr. Nutter explained the purposes of this meeting is to vote on the appointment of Andrew Scribner-MacLean to the new Town Administrator based on the contract negotiations of the Executive Session on October 15th, 2018. The Board is offering base salary of \$120,000, \$2,000 stipend for not taking the Town health insurance, 4 weeks' vacation, 6 months' severance for dismissal without cause, and any electronics tools to do the job such as phones, tablets and so forth. The Town Administrator will also be paid mileage that he will incur to be able to do the job.

Ms. Ferolito asked why are we confirming the appointment if we haven't done his background check yet. Mr. Nutter said that the offer is contingent upon having a clean background check. Mr. Greathead asked what if something comes up in the background check and Mr. Nutter responded with he will not get the job. Ms. Ferolito believes the appointment should be the last step but Mr. Nutter disagreed as all this is done contingent on background check. Mr. Greathead voiced his concern that he wants no mistakes being made with the appointment. Mr. Nutter explained that since this was something that was discussed in executive session that the motion needs to be made in open session and should have been done at the open session meeting on October 15th, 2018.

On a motion made by Mr. Greathead, seconded by Mr. Nutter out of necessity, it was voted to offer the job of Town Administrator to Andrew Maclean with the stipulation of a completed background check, 2 yes, 1 no (Ferolito)

- A base salary of \$120,000 per year until June 30, 2019
- On July 1, 2019, salary renegotiated dependent upon performance related goals and objectives
- On July 1, 2020 up to a 2.75% increase based upon salary approved on July 1, 2019 dependent on performance evaluation.
- July 1, 2021 up to 2.75% increase based upon the salary approved on July 1, 2020
- Electronic package that includes computer and phone,
- 4 weeks' vacation
- \$2,000 not taking the town health insurance
- 6 months' severance for dismissal without cause,
- all pending the background check

The mutual acceptance of the final contract will need to be confirmed in public session.

ADJOURNMENT:

On a motion made by Mr. Greathead and seconded by Ms. Ferolito, it was unanimously voted to adjourn the meeting at 6:06 PM.

Respectfully submitted,

Tracie Looney, Administrative Assistant

APPROVED:

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Roland P. Nutter, Chairman

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Lisa M. Ferolito, Clerk

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Bill Greathead