

Executive Session #2 – Negotiations with Non-Union Personnel: Finance Director & Treasurer/Collector

The Executive Session (es) was part of the Wenham Board of Selectmen (BOS) **September 11, 2018** posted meeting. Materials used in the preparation of such minutes and all documents and exhibits used at the session, may be withheld from disclosure to the public in their entirety under sub clause (a) of clause Twenty-sixth of Section 7 of Chapter 4, as long as publication may defeat the lawful purposes of the es, but no longer; provided, however, that the es was held in compliance with Section 21. These minutes will not be released until approved for release by the Selectmen and notice of such approval has been entered into the regular minutes.

In open session the BOS unanimously voted by roll call to enter into executive session under M.G.L. Ch. 30A § 21(2)

Selectmen present: Catherine Harrison; John Clemenzi; Jack Wilhelm

Also present: Peter Lombardi, Town Administrator; Catherine Tinsley, Recording Secretary

- Proposed Memorandum of Agreement between the Town of Wenham and Patricia Moore
- Finance Director / Treasurer/Collector Job Description, June 2018
- Finance Director / Treasurer/Collector Massachusetts Municipal Association Job Posting, June 2018
- Compensation and Classification System: Town of Wenham Non-Union Employees, July 1, 2018 (FY19)
- Finance Director Pay History: FY15-Present

The Board was provided with the proposed Memorandum of Agreement between the Town of Wenham and Patricia Moore, to secure the services of Ms. Moore as Finance Director & Treasurer/ Collector as a full time salaried employee.

Mr. Lombardi observed Ms. Moore's background check was completed without issue.

Ms. Moore has agreed to a (full time) start date of November 1, 2018. The plan is to appoint Ms. Moore at the next BOS meeting on September 18, 2018 and initially have Ms. Moore work on Fridays beginning on September 21. Ms. Moore is to be included in the process to fill the Payroll Clerk position.

Mr. Lombardi reviewed the key terms of the contract.

Ms. Moore has asked to be compensated at a higher salary than advertised. He went on to note that the position is a Grade 4 with a salary range of \$76,000 - \$95,000. Ms. Moore is currently making just under \$100,000 as Finance Director in Kittery. On a side note, the BOS asked to review the grade for this position at a future meeting, citing the responsibilities were more in line with a Grade 3 position.

The BOS referenced the compensation chart. After discussing Ms. Moore's request, the Board observed Ms. Moore has no direct experience as Treasurer/Collector and that she be started at \$95,000 and increased pending her evaluation. The also considered the additional cost to the Town of a consultant to work with Ms. Moore as she learns the Treasurer / Collector position.

The Selectmen voted unanimously by roll call vote to return to open session.

Respectfully Submitted by
Catherine Tinsley
9.15.16