

APPROVED & RELEASED 4.21.15

EXECUTIVE SESSION (ES) CONFIDENTIAL

The ES was part of the Wenham Board of Selectmen (BOS) March 31, 2015 posted meeting.

Pursuant to Open Meeting Law, M.G.L. c. 30A, §§ 22 (f) the minutes of any ES, the notes, recordings or other 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.

The purpose of the ES was to discuss contract negotiations with Peter Lombardi, finalist for Town Administrator

Selectmen Present: Jack Wilhelm, Chair; Catherine Harrison, Ken Whittaker

Also Present: Paul Weaver, Town Counsel; Catherine Tinsley Minutes Secretary

Peter Lombardi was asked to participate in the negotiations at 8:38 PM

Chairman Wilhelm explained that he sent Mr. Lombardi a draft of the Town Administrator's contract, used by the Town in previous years, as a starting point for negotiations.

He went on to update the Board on the response of candidate Lombardi saying he received back a revised contract earlier that day. He shared his concern regarding the details of Mr. Lombardi's revisions and informed the BOS that he consulted with Alan Gould at MRI regarding the terms of the contract Wenham offered.

After a lengthy discussion the Selectmen agreed that it was the intention of the Board to offer Mr. Lombardi a three-year contract through 2018, with a probationary period starting in May 2015 (start date to be determined) and ending at the close of the fiscal year on June 30, 2016. During this probationary period, a performance review would be given to Mr. Lombardi to be completed not later than January 2016 at which time Mr. Lombardi would be given notice of termination or if agreed, enter into the remaining term of 2.5 years of the 3 year contract through to June 30, 2018, at which time the contract would expire. Performance evaluations going forward would be done in the fall and notice of non renewal of contract would be given by the end of the following January to end June 30.

The details of compensation, severance pay, and merit raises, sick time, vacation time, etc. would be addressed after Labor Counsel reviewed the proposed contract.

The BOS agreed that although he would be asked to revise, and update the employee manual, that Mr. Lombardi start with the same benefits as the other department heads, the exception being, the consideration of his request for 4 weeks vacation. Peter Lombardi was asked into the meeting at 8:38 PM.

Mr. Wilhelm summarized the Selectmen's view going forward and requested that the parties negotiate from the original contract he was given from the Town of Wenham.

Mr. Lombardi agreed and discussed his proposed revisions. This also included a side discussion on the general duties and responsibilities of the Town Administrator, the budget process, and clarified that this is a 40 a week full time salaried position.

At the end of the discussion, it was agreed that Paul Weaver would work on a draft contract and include the general terms and to consult with Labor Counsel and another meeting be scheduled.

Mr. Lombardi advised the board that he must give a 30-day notice to his current employer and was planning a week vacation before starting in Wenham. When contract is negotiated, and signed, a start date will be decided.

*Ms. Harrison moved, and it was seconded, to return to open session for the purpose of adjourning. The motion carried unanimously by roll call vote.*

Respectfully submitted by

Catherine Tinsley

4.4.15