

Sudbury Board of Selectmen

Town Manager Contract Negotiation Subcommittee Executive Session

Tuesday February 4, 2020

6:00PM, Department of Public Works – Conference Room

275 Old Lancaster Road Sudbury, MA 01776

Minutes

Present: Jennifer Roberts, Dan Carty, Henry Hayes Jr.

Meeting called to order at 6:06 PM by Mr. Carty.

Ms. Roberts volunteered to take minutes. Mr. Carty explained that to Henry Hayes that Ms. Roberts and he make up the Town Manager Contract Negotiation Subcommittee. He gave a background on how the contract was put together using former Town Manager Rodrigues' contract as a base. The full Board of Selectmen agreed to updates for a new contract which were compiled by the Subcommittee. The contract was presented to Henry Hayes by Bernie Lynch (Community Paradigm) prior to the meeting this evening.

Henry Hayes offered his reaction to the contract. He stated he could start on April 1, 2020 as requested. He said overall he had no major concerns. He said he had chatted with John Clifford, an employment lawyer about the contract. He said was fine with the base salary and that he had seen the GIC for benefits to compare them to his military benefits. He inquired whether or not "deferred compensation" is above and beyond base salary, and Ms. Roberts and Mr. Carty both affirmed that was their understanding, however they would confirm.

Henry Hayes stated he had some concerns about the number of vacation days as he would need some days to undergo military medical evaluations after departing the Air Force. He requested up to 10 days in addition to the 20 days in the contract, and only for the first year. He said he would not likely take all the days at once rather they would be spread over some time and that he may not need them all. He was looking for flexibility as he was accelerating his departure from the military in order to meet an April 1 start date with Sudbury. Mr. Carty stated they would take this request back to the full Board of Selectmen.

Henry Hayes asked if it was typical to have an evaluation 90-day check-in and then 6-month and 1-year 360-reviews. Mr. Carty and Ms. Roberts explained that given Henry Hayes' limited experience in municipal government it was decided extra evaluation in the first year would be prudent to ensure he has the supports he needs and to assess if he can succeed in the role. They also explained that the six-month evaluation would prevent "surprises" at the one-year evaluation.

Henry Hayes had a question about the automobile allotment and why Melissa Rodrigues had a staggered amount of money. Mr. Carty explained that this was from her second contract and not her

initial contract. Mr. Hayes also stated he had noticed that many other towns have closer to a \$6,000 allotment.

Henry Hayes expressed concern about the quantity of Professional Development requirements in the first year. Mr. Carty and Ms. Roberts explained that they understood there is a balance between training and being on the job, and that the expectation would be for him to do what his schedule realistically allows. Additionally, it is understood he cannot do programs he is not accepted into. Mr. Hayes stated he may or not be accepted into the ICMA Credential Manager Program due to an experience requirement. He was working to find out if his military Command Chief experience would count towards it. Also, he would need to apply in March to do the program in September so he needed to assess if this was possible. Mr. Carty emphasized that it is particularly important for Mr. Hayes to have training in municipal finance. Henry Hayes stated he was planning to do what he could.

Henry Hayes stated that for “outside activities,” he would occasionally have speaking opportunities due to his former Air Force role. Mr. Carty and Ms. Roberts said that this would be fine as long as reasonable from a time perspective.

Henry Hayes stated he had not yet heard from John Clifford on “Bonding & Indemnification” but that it was similar to what he had seen in other contracts.

Henry Hayes stated that he appreciates the chance and the approach to providing supports and professional development opportunities in the first year.

Mr. Carty asked if Henry Hayes has other questions, comments, or concerns. Mr. Carty highlighted that Interim Town Manager Bilodeau has identified key meetings that Mr. Hayes should view in person and/or video. Also, Mr. Carty stated that it would be worthwhile for Mr. Hayes to reach out to the Sudbury Public School and Lincoln-Sudbury High School Superintendents as well as Town Senior Staff.

Henry Hayes mentioned he had one last comment related to a schools’ budget document he had read where the word “tolerate” was used in a section and might be interpreted as racially insensitive. Mr. Carty and Ms. Roberts stated that they were not aware of this section, however that they were certain this was not an intended impact. They agreed the language should be corrected if this sentiment is the result. Mr. Carty proceeded to tell Hayes about Race Amity Day and related initiatives where the group members are seeking a productive and positive dialogue on race in the community.

Mr. Carty made a motion to adjourn at 7:12PM, Ms. Roberts seconded. Meeting adjourned at 7:12PM.