

IN BOARD OF SUDBURY SELECTMEN
TUESDAY, FEBRUARY 10, 2015
EXECUTIVE SESSION (10:32 P.M. – 11:21 P.M.)

Present: Chairman Charles C. Woodard, Vice-Chairman Patricia A. Brown, Selectman Lawrence W. O'Brien, Selectman Leonard A. Simon, Town Manager Maureen G. Valente

Absent: Selectman Robert C. Haarde

Interim Town Manager – Discussion of Contract Negotiations

Town Manager Maureen Valente distributed copies of a draft “Employment Agreement for Interim Town Manager by and between Town of Sudbury, Massachusetts and Maryanne Bilodeau,” a “Contract for Interim Town Manager Services by and between Town of Framingham, Massachusetts and Valerie W. Mulvey,” a “Model Employment Agreement Between Town of _____ and Interim Town Administrator,” and a “Consultant Agreement Interim Town Administrator, Part-Time.”

As the Board considers compensation for Ms. Bilodeau, Town Manager Valente stated the Board should know the Town will owe Ms. Valente approximately \$50,000 in accrued vacation time, which will leave only about \$2,000 left in her salary line until June 30, 2015. She stated the Board should consider what the rate of compensation should be for Ms. Bilodeau, whether there will be any special benefits offered to her, how long the contract will be for, and that there are sufficient funds made available to help Ms. Bilodeau perform the Town’s administrative work successfully. Ms. Valente stated it is estimated the Town will need approximately \$15,000 to \$17,000 for an Executive Search firm and it will need funds for Ms. Bilodeau to hire staff assistance. She emphasized it is important to Ms. Bilodeau that she has assurance that her current job will still be available to her at the close of her contractual agreement as Interim Town Manager.

Town Manager Valente stated the Town Manager job description is clearly presented in the Town’s charter. She recommended the Board considers offering Ms. Bilodeau a car allowance similar to what Ms. Valente’s contract includes. She further stated Ms. Bilodeau currently makes \$107,000, and she is scheduled to receive a step increase to \$112,000 on July 1, 2015. Ms. Valente stated it is likely Ms. Bilodeau will have her own independent counsel review any contract offered to her.

Town Manager Valente stated she hopes the Town officials will be able to have professional discourses so as not to deter a potential excellent candidate from the candidate pool. She noted Town administration is a small world and in today’s climate, everything is Googled. Strong candidates will not want to first seek out a town that has ongoing rancor. She urged the Board to consider this as it moves forward and to focus on all Sudbury has going for it, which will be a positive draw for applicants.

Selectman Simon asked if a current Town Manager would want to make a lateral move. Town Manager Valente stated it is possible they might because Sudbury’s pay and benefits are good and the Town has a strong charter within which to work. She stated the Executive Search firm should be pushed to address how it will attract talented candidates.

A brief discussion ensued regarding the proposed length of a contract with Ms. Bilodeau and what the proposed salary should be. The consensus of the Board was that June 30, 2015 is a logical termination point, with a possible 90-day extension. It was determined the Board should negotiate an offer between \$140,000 and up to \$146,000.

IN BOARD OF SUDBURY SELECTMEN
EXECUTIVE SESSION
TUESDAY, FEBRUARY 10, 2015
PAGE 2

It was noted there might be additional funds available in the Town Counsel budget line until June 30, 2015. It was also noted Ms. Bilodeau is talking to different people who could take on some of the human resource work, and former Assistant Town Manager Wayne Walker is one of those she has spoken to.

Chairman Woodard suggested another Executive Session Meeting should be scheduled before the Board's February 24, 2015 meeting.

It was on motion unanimously

VOTED: To authorize the Board of Selectmen's Interim Town Manager Contract Negotiation subcommittee to enter into negotiations with Maryanne Bilodeau for a contract similar to the one reviewed tonight to perform the services of Interim Town Manager for a salary to be determined between \$140,000 to \$146,000, and to also offer a car allowance or equivalent in the amount of \$450 per month as part of a contract to be effective until June 30, 2015 with a 90-day extension.

There being no further business, the meeting adjourned at 11:21 p.m.

Attest: _____
Maureen G. Valente
Town Manager-Clerk