

SUDBURY SELECT BOARD
EXECUTIVE SESSION
TUESDAY, NOVEMBER 29, 2022
VIRTUAL MEETING

Present: Chair Charles Russo, Vice-Chair Janie Dretler, Select Board Member Jennifer Roberts, Select Board Member Daniel Carty, Select Board Member Lisa Kouchakdjian, Recording Secretary Deb Takacs

Call to Order

At 6:08 PM, Chair Russo called the Executive Session meeting to order.

Roll Call: Dretler-present and alone, Carty-present and alone, Kouchakdjian-present and alone, Roberts-present and alone, Russo-present and alone, Takacs-present and alone

Vote to immediately enter into Executive Session for the following purpose: Conduct strategy session in preparation for negotiations with nonunion personnel and/or to conduct contract negotiations with nonunion personnel (new Town Manager), pursuant to General Laws chapter 30A, §21(a)(exception 2).

Chair Russo read in the words of the motion. Vice-Chair Dretler moved in the words of the Chair. Select Board Member Lisa Kouchakdjian seconded the motion.

It was on motion 5-0; Dretler-aye, Carty-aye, Roberts-aye, Kouchakdjian-aye, Russo-aye,

VOTED: To immediately enter into Executive Session for the following purpose: Conduct strategy session in preparation for negotiations with nonunion personnel and/or to conduct contract negotiations with nonunion personnel (new Town Manager), pursuant to General Laws chapter 30A, §21(a)(exception 2).

Chair Russo confirmed that Andrew Sheehan and Attorney John Clifford provided responses/edits to the draft “Employment Agreement Between the Town of Sudbury and Andrew J. Sheehan, Town Manager,” as reviewed/modified by the Town Manager Contract Negotiation Subcommittee, Town Counsel and Interim Town Manager Maryanne Bilodeau.

Board Member Kouchakdjian asked if “Agreement” terms were presented to Town Manager-Elect Andrew Sheehan. Chair Russo responded that Mr. Lynch, of Community Paradigm Associates, held preliminary conversation with Mr. Sheehan and assured Mr. Sheehan that the Board was close to presenting a draft “Agreement.”

Chair Russo confirmed that the Town of Middleton was proceeding with an RFP for a Town Manager, and with such consideration, Mr. Sheehan would not be available to commence employment with the Town of Sudbury before February 1, 2023.

Board Member Kouchakdjian asked if Board Members agreed with the salary amount included in the draft “Agreement.” Board Members agreed that the salary amount of \$215,000 was appropriate, and this amount reflected the advertised salary.

Chair Russo acknowledged the related “Agreement” modifications, as submitted by Interim Town Manager Maryanne Bilodeau, including:

- Decrease in Insurance Opt-Out clause from \$4,000 to \$3,000
- Specificity of distribution timelines regarding Deferred Compensation
- Number of holidays was thirteen (13) and not twelve (12), as presented in the initial draft “Agreement”

Board Member Russo suggested that Deferred Compensation be considered in installments. Vice-Chair Dretler agreed with scheduled installments, if such scheduling was acceptable by the Payroll Department. Mr. Lynch recommended installments be distributed on a 6-month and 12-month schedule. Chair Russo suggested adding language such as: “to be vetted through the Human Resources Director.” Chair Russo noted this could require a transfer at Town Meeting as this currently was not in the budget.

Board Member Carty strongly recommended the “Agreement” include a 360° Review at the six-month anniversary and then include such review on a yearly basis. Board Member Roberts agreed with conducting such a review at the six-month anniversary. Chair Russo stated the 360° Review was not essential in consideration of the fact that Andrew Sheehan had extensive Municipal Town Manager experience. Board Member Carty concurred that Mr. Sheehan had considerable Town Manager experience, but did not have specific experience with the Town of Sudbury. Board Member Carty opined that the 360° Review could help advance the success of Mr. Sheehan as the Sudbury Town Manager.

Board Member Carty stated that utilizing the 360° Review would force the Board to adhere to a Select Board Goals timeline. Chair Russo confirmed that in his interview, Mr. Sheehan stressed the importance of Select Board Goal-Setting in coordination with Town Manager Goals & Objectives. Vice-Chair Dretler noted that Mr. Lynch mentioned the importance of the Select Board setting their goals in a more timely fashion.

Chair Russo conducted a Select Board straw poll regarding the inclusion of a 6-month anniversary 360° Review to be included in the “Agreement”:

- Carty – Yes
- Roberts – Yes
- Dretler – No
- Kouchakdjian – No
- Russo – No

Board Member Roberts suggested a 30-day, 6-month, and one-year check-in by Mr. Sheehan with the Board. Chair Russo agreed with such a communication pathway to be conducted early and often.

Board Members discussed several language, stylistic/formatting changes to be included in the draft “Agreement.”

Board Member Kouchakdjian motioned to authorize the Town Manager Contract Negotiation Subcommittee to make modifications to the proposed “Employment Agreement Between the Town of Sudbury and Andrew J. Sheehan, Town Manager,” as discussed and edited today. Board Member Roberts second the motion.

It was on motion 4-1; Dretler-aye, Kouchakdjian-aye, Carty-no, Roberts-aye, Russo-aye

VOTED: To authorize the Town Manager Contract Negotiation Subcommittee to make modifications to the proposed “Employment Agreement Between the Town of Sudbury and Andrew J. Sheehan, Town Manager,” as discussed and edited today.

Vote to close Executive Session and not resume Open Session

Vice-Chair Dretler motioned to close Executive Session and not resume Open Session. Board Member Kouchakdjian seconded the motion.

It was on motion 5-0; Dretler-aye, Kouchakdjian-aye, Carty-aye, Roberts-aye, Russo-aye

VOTED: To close Executive Session and not resume Open Session

There being no further business, Executive Session adjourned at 6:51 PM.