

**SUDBURY SELECT BOARD**  
**EXECUTIVE SESSION**  
**TUESDAY, JANUARY 4, 2022**  
**VIRTUAL MEETING**

Present: Chair Jennifer Roberts, Vice-Chair Charles Russo, Select Board Member William Schineller, Select Board Member Janie Dretler, Select Board Member Daniel Carty, Town Manager Henry Hayes, Recording Secretary Deb Takacs

At 6:23 p.m., Chair Roberts called the Executive Session meeting to order.

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

**Vote to review and approve executive session meeting minutes pursuant to G.L. c. 30A, § 21(a)(7)**  
**“[t]o comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements” (“Purpose 7”), citing to the Open Meeting Law, G.L. c. 30A, §§ 22(f), (g).**

November 30, 2021 Minutes

Chair Roberts read in the words of the motion. Board Member Dretler moved in the words of the Chair. Board Member Carty seconded the motion.

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

VOTED: To approve and not release the November 30, 2021 Minutes.

Town Manager Hayes was excused from the remainder of the Executive Session meeting, in consideration that the Town Manager nonunion personnel matters would be considered. Town Manager Hayes was in agreement, and confirmed he would be joining the Board in Open Session 7:00 p.m.

December 21, 2021 Minutes

Chair Roberts read in the words of the motion. Vice-Chair Russo moved in the words of the Chair. Board Member Carty seconded the motion.

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

VOTED: To approve and not release the December 21, 2021 Minutes, as edited.

**Continue executive session to conduct strategy session in preparation for negotiations with nonunion personnel and/or to conduct contract negotiations with nonunion personnel (Town Manager) pursuant to General Laws chapter 30A, §21(a)(exception 2)**

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

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

VOTED: To continue executive session to conduct strategy session in preparation for negotiations with nonunion personnel and/or to conduct contract negotiations with nonunion personnel (Town Manager) pursuant to General Laws chapter 30A, §21(a)(exception 2)

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Chair Roberts confirmed that she met with Town Manager Hayes regarding the wage increase topic. During such meeting/s Town Manager Hayes indicated it was his understanding that he would be considered for such increase upon being given a satisfactory (or better) evaluation rating, and requested assurance that the Board would be proceeding under that assumption.

Board Member Schineller stated that the Board should convey a positive message to Town Manager Hayes, including the Board acknowledges that such wage increase will be a part of the performance review to take place in several months.

Vice-Chair Russo agreed with Board Member Schineller.

Chair Roberts indicated she would be willing to provide Town Manager Hayes with a COLA-related wage increase at this time, and then consider a performance-based wage increase at the time of anniversary review/evaluation.

Board Member Dretler favored conducting a performance-based wage increase at the time of the upcoming performance review in several months.

Board Member Carty acknowledged this approach and added that if the performance level is ranked satisfactory, or better; Town Manager Hayes should expect to receive a wage increase in accordance with his employment contract, and we should let him know this now.

Chair Roberts read in the words of the motion. Board Member Dretler moved in the words of the Chair. Board Member Schineller seconded the motion.

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

**VOTED:** To authorize Chair Roberts to confirm with Town Manager Hayes that a wage increase would be considered at the time (April, 2022) of the annual evaluation process.

Chair Roberts confirmed that she would be sharing the Board's intention with Town Manager Hayes when she meets with him on Thursday.

**Vote to close executive session and resume open session**

Board Member Schineller motioned to close executive session and resume open session. Board Member Dretler seconded the motion.

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

**VOTED:** To close executive session and resume open session

There being no further business, executive session was adjourned at 6:47 p.m.