

Executive Session: *Finance Director & Treasurer/Collector*

The Executive Session (es) was part of the Wenham Board of Selectmen (BOS), **September 18, 2018** posted meeting. 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.

In open session the BOS unanimously voted by roll call to enter into executive session under M.G.L. Ch. 30A § 21(2)

Selectmen present: Catherine Harrison; Jack Wilhelm

Not Present: John Clemenzi

Also present: Peter Lombardi, Town Administrator; Catherine Tinsley, Recording Secretary

- Proposed Memorandum of Agreement between the Town of Wenham and Patricia Moore
- Finance Director / Treasurer/Collector Job Description, June 2018

Mr. Lombardi reviewed the terms of the proposed Employment Agreement with Patricia Moore:

- \$95,000 starting salary benchmark with a proposed increase to
- \$100,000 after the completion of one year
- \$102,000 after the second year

Ms. Moore has agreed to start working Fridays on September 21 and full time on November 1, 2018.

Ms. Moore is reviewing the applicants for the Payroll Clerk and participating in the hiring process.

Mr. Lombardi reviewed that Ms. Moore was offered three week's vacations to start but has requested 4 weeks vacation.

Mr. Lombardi compared the vacation time of department heads grade 5 or above, and all but one position has 4 weeks vacation time. The other Finance Directors were hired at 3 weeks.

The Selectmen did not see the value in negotiating and agreed Ms. Moore's contract include 4 week's vacation time.

The Selectmen's vote to approve the contract and appoint Ms. Moore would take place in open session.

The BOS returned to open session at 5:47 pm unanimously by roll call vote.

Respectfully Submitted By

Catherine Tinsley

9.24.18