

**Saugus Board of Selectmen
Meeting Minutes: August 23, 2017
Town Hall Conference Room**

Present at the Meeting:

Selectman Brazis, Selectman D'Eon, Selectman Cicolini, Selectman Mitchell and Town Manager Scott Crabtree

Meeting start time: 7:00 AM

The Chair welcomed everyone to the meeting. She explained that the purpose of the meeting was to discuss the Town Manager's contract, where the Board needs to go into Executive Session.

Selectmen Brazis made a motion to go into Executive session for the purpose of contract negotiations with non-union personnel (the Town Manager). The people to be included in Executive Session are:

- Selectman Mitchell
- Selectman Cicolini
- Selectman D'Eon
- Selectman Brazis
- Selectman Panetta
- And the Town Manager, Scott Crabtree.

The Board **will** be coming back into open session.

Voted: 5 Yes, 0 No

The Board went into Executive Session at 7:03 AM.

Executive Session

Executive Session started at 7:03 AM.

The Chair first asked if everyone felt comfortable voting on a five year contract. Everyone said 'yes.'

The Board agreed that a salary with a range \$150,000 - \$160,000 seemed fair based on salary/benefit research. In year two, the Town Manager would receive a \$10,000 raise, which would then bring him to a comparable salary with neighboring communities. He would receive a flat 3% increase for years 3, 4 and 5. The Board needed to work on the specific dollar increase working with Town Council.

Vacation/sick time would stay the same. The Town Manager wanted to make sure that he received the same benefits of any other town employee, including the education stipend and longevity.

A town provided vehicle would be offered in lieu of the \$6,000 expense stipend.

The Town Manager requested a one-time bonus of \$10,000 for the work he did over the past few years that was over and above his normal job. This included the work he did on the new Middle/High school. He submitted information outlining the reasons for his request.

A memorandum of understanding would be drafted, and would be submitted to Town Counsel to assist in the writing of the contract. The Board would meet again to review and take a final vote.

Selectman Brazis made a motion to extend Town Manager Scott C. Crabtree's contract and employment with the Town of Saugus from tomorrow, August 24, 2017 to August 24, 2022, five years from tomorrow. Town Counsel John Vasapolli will be consulted and a full contract will be drafted and executed. Seconded by the Chair:

Vote, roll call:

Selectman Brazis: Yes

Selectman Cicolini: Yes

Selectman D'Eon: Yes

Selectman Mitchell: Yes

Selectman Panetta: Yes

Yes: 5, No: 0

Selectman Cicolini made a motion to adjourn out of Executive Session and go back into Open Session. Seconded by the Chair.

Vote, roll call:

Selectman Brazis: Yes

Selectman Cicolini: Yes

Selectman D'Eon: Yes

Selectman Mitchell: Yes

Selectman Panetta: Yes

Yes: 5, No: 0

The Board returned into Open Session at 8:20 AM.

The Chair welcomed everyone back into open session. She asked the Board if there was a motion to be made.

Selectman Brazis made a motion to extend Town Manager Scott C. Crabtree's contract and employment with the Town of Saugus from tomorrow, August 24, 2017 to August 24, 2022, five years from tomorrow. Town Counsel John Vasapolli will be consulted and a full contract will be drafted and executed. Seconded by the Chair:

Vote, roll call:

Selectman Brazis: Yes

Selectman Cicolini: Yes

Selectman D'Eon: Yes

Selectman Mitchell: Yes

Selectman Panetta: Yes

Yes: 5, No: 0

The Board congratulated Mr. Crabtree and told him that they were pleased that he would continue to be the Town Manager of Saugus. Board members commented that he has done a great job for Saugus.

Mr. Crabtree thanked the Board for their confidence in him. He said that he looked forward to continue moving Saugus forward, and was excited about the town's future.

Selectmen Brazis made a motion to adjourn:

Voted:

Yes: 5, No: 0

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Meeting adjourned: 8:30 AM.