

**Saugus Board of Selectmen
December 6, 2017**

Open Session

The Saugus Board of Selectmen met on December 6, 2017 at 7:30 PM in the Town Hall Auditorium, 298 Central Street. Present: Selectmen Scott Brazis, Jeffrey Cicolini, Jennifer D'Eon, Mark Mitchell and the Chairman Debra Panetta.

Executive Session: Contract negotiations with non-union personnel / Town Manager

Selectman Cicolini moved the Board vote to go into executive session for the purpose of contract negotiations with non-union personnel / Town Manager. Those to be present: Selectmen Scott Brazis, Jeffrey Cicolini, Jennifer D'Eon, Mark Mitchell and the Chairman Debra Panetta, and the Town Manager Scott Crabtree; and to return to open session. Chair seconds.

Roll call vote: Selectman Brazis, yes; Selectman Cicolini, yes; Selectman D'Eon, yes; Selectman Mitchell, yes; Selectman Panetta, yes.

The Board entered into executive session at 8:40 PM.

Executive Session

The Board entered Executive Session at 8:40 PM, and met in the First Floor Conference Room. The Board reviewed the draft contract received from Town Counsel. There were a few items that some of the Board members wanted to discuss further. It was important that the contract include an annual performance appraisal; the word 'annual' needed to be added where the contract said 'at times'. There was a section regarding the town manager being out of the office, where the Board decided to eliminate this section. There was discussion on when the 3% annual raise should "kick-in," where it was decided it should be in year 3. There was also a section on when the Board needed to reconvene (the year) to discuss renewing the Town Manager's contract, where that date was pushed back one year.

Selectman Cicolini suggested that until the Town Manager receives a town provided vehicle, he should continue receiving the \$6,000 stipend. Once the Town Manager receives a town provided vehicle, the \$6,000 stipend would stop. We agreed that this was the fair thing to do.

Selectman Cicolini moved the Board approve the five year contract for the Manager subject to final edits discussed in executive session and subject to final review and approval of Town Counsel as to form and substance. Chair seconds

Roll call vote: Selectman D'Eon, yes; Selectman Brazis, yes; Selectman Cicolini, yes; Selectman Mitchell, yes; Selectman Panetta, yes.

Selectman Mitchell made a motion to adjourn:

Roll call vote: Selectman Mitchell; yes, Selectman D'Eon; yes, Selectman Brazis; yes, Selectman Cicolini, Selectman Panetta; yes.

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Vote: 5-0.

The Board returned to open session at 9:55 PM.

Selectman Cicolini moved the Board approve the five year contract for the Manager subject to final edits discussed in executive session and subject to final review and approval of Town Counsel as to form and substance. Chair seconds.

Roll call vote: Selectman D'Eon, yes; Selectman Brazis, yes; Selectman Cicolini, yes; Selectman Mitchell, yes; Selectman Panetta, yes.

Selectman D'Eon moved to adjourn. Chair seconds 5-0.

Meeting adjourned at 9:58 PM.

Respectfully submitted,
Debra Panetta
Chairman, Board of Selectmen