



TOWN OF NORTON
SELECT BOARD
MUNICIPAL CENTER
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NORTON, MA 02766

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Select Board
Meeting Minutes
EXECUTIVE SESSION
June 22, 2021

CALL TO ORDER

The June 22, 2021 Executive Session of the Select Board was called to order by Mr. Jack Conway, at 7:03 P.M., held remotely (Web: <https://us02web.zoom.us/j/6391519600>; Phone: +1 646-558-8656; Meeting ID: 639 151 9600).

ROLL CALL: Mr. Jack Conway, Ms. Megan Artz, Ms. Renee Deley, and Ms. Christine Deveau were present.

1. To conduct negotiations with non-union personnel, i.e., Town Manager pursuant to G.L. c. 30A, Section 21(a)(2).

Ms. Deley worked with Town Counsel Joe Fair and Mr. Mike Yunits, Town Manager, to work on his contract extension, sharing her screen with the amended contract. She did not want to send the working contract to the entire Board until it was finalized with Mr. Yunits and through Town Counsel. The Town Manager agreed to the current agreement. The first part going into this agreement is on top of the older agreement. One part is that the Board must provide written notice for renewal at least one year in advance.

Mr. Michael Toole joined 7:06PM

Ms. Deley continued that there are two major changes since the Board met. This contract would add a six month extension to his current contract. They discussed an extension to December 31, 2022. This allows a nonrenewal period to six months, not one year, dated June 30, 2022. If the Board fails to give written notice of nonrenewal by June 30, 2022, the contract is renewed an additional six months. The terms and conditions were modified to allow an extension to that six month period. The severance pay follows Section 4-5 of the Town Charter. If the Town Manager is terminated before the contract expires, the pay would be until December 31, 2022. If Town Manager chooses to resign before the contract expires, he must provide a one month written notice. The Town Manager's salary is based on the cost of living. The merit based increase is effective July 1 and prorated starting at \$164,100, with up to 2.75% increase. The percent can be broken down based partly or solely on review from Board or can raise the percentage based on individual achievements. If the Town Manager continues after extension, he will receive the same salary.

Ms. Artz asked where the Board puts goals and metrics for the Town Manager to improve and for the Board to base their ranking on. Ms. Deley responded that it is already in the existing contract under

Section 5 Town Manager Evaluations. The review dates are set by the Board either in March or April. The section about general provision is the only thing being changed in the contract.

Mr. Toole asked if this is a logistical question, if it would be in bad taste if the Board were not all in agreement with the renewal. Mr. Conway said he would not expect anyone to agree if they do not actually agree. Mr. Toole continued by stating that he is not comfortable renewing in any way shape or form. Ms. Deley said that although she had different opinions about the extension in the beginning, she was able put those aside to allow less experienced members to make a long term decision about the Town Manager. She also reviewed with Ms. Artz (who was not at the last Executive Session) what she spoke about regarding the Town Manager.

Mr. Toole asked if the Board wants to have a united front on the vote for the contract extension. He asked if a united front is more important than adding opinions. He also does not see how the Town Manager can turn around with extension period that is given. He has worked with the Town Manager for one year and has known for him many years through the Town. He said it would take an act of God to turn his ship around. Ms. Deley stated that the intent might not be to turn the ship around, but to allow for members to make opinion about the Town Manger. If the Board does not have a majority to pass the contract extension, the Board would have to quickly turnaround original contract with the help of Town Counsel. She hopes it doesn't fail.

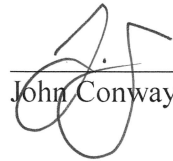
Mr. Conway is not in favor of a united board just to be a united board following a vote. If everyone does vote yes on the extension, it does not come up as ringing endorsement of the Town Manager, but rather shows the willingness of the Board to help a long time official for the Town and someone who has helped the Town immensely. If there are no major red flags, he has intent to vote at the start of the meeting on Thursday and only go into executive session if an issue arises on the matter. Ms. Deley added that if the Town Manager has issues with contract, we have the option to discuss it in executive session.

Adjournment

MOTION was made by Ms. Renee Deley to adjourn 7:23 P.M. Seconded by Ms. Artz Vote: Ms. Deley – Yes; Ms. Artz – Yes; Ms. Deveau – Yes; Mr. Toole – Yes; and Mr. Conway – Yes. MOTION CARRIES.


Respectfully Submitted by: Christine Deveau, Clerk

**SELECT BOARD
EXECUTIVE MINUTES OF MEETING
JUNE 22, 2021**

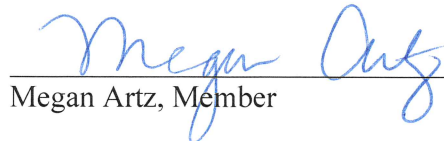


John Conway, Chair

Michael Toole, Vice-Chair



Christine Deveau, Clerk

Renee Deley, Member

Megan Artz, Member

Minutes Approved by Board on: April 27, 2022