

Formerly confidential:
Commission voted to release
August 5, 2019

West Newbury
--EXECUTIVE SESSION--
Conservation Commission Meeting Minutes

Meeting date & place: 3:30 pm, June 14, 2019 Conservation Commission Office, 1910 Building

Members Present: Chairman Dawne Fusco; Judy Mizner; Wendy Reed, Margaret Hawkins, Tom Atwood, and Town Manager Angus Jennings

Executive Session: The Commission voted to enter into Executive Session under M.G.L. Ch 30A sec. 21(a)2 – to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel. Motion made by Reed, seconded by Mizner and approved unanimously by roll call.

Following the interview of the finalist candidate, the Commission discussed three options for filling the Conservation Agent position.

1. Hiring the interviewed candidate. While his experience was not at the level sought in the job posting, the Commission felt that he had potential to grow into the role. Possible mentoring programs during the 90 day probationary period if he were to be offered the job were discussed.
2. Re posting the position and hiring a consultant to fill the position in the interim. Given the experience of the highly qualified finalist declining to interview further based on the low salary, it was felt that re posting the position would not be an effective option until this deficiency was addressed.
3. Pursue the job sharing option proposed by the Board of Selectmen with the Board of Health internal candidate. While the Health Agent had some of the qualifications sought, the inability to provide 20 hours of coverage weekly was thought to be too big of an impediment to making this arrangement work.

Reed moved to make an offer to Albert Comins at the minimum wage of the fiscal year 2020 Grade 6 pay scale (\$25.27 hourly) for 20 hours per week, contingent on 1) the participation in a mentoring program to be established and fully documented prior to employment, and 2) the approval of the wage by the Board of Selectmen. Atwood seconded and the motion was passed unanimously by roll call. Options for the mentoring program were discussed and included having Jay Smith and/or Jennifer Hughes from MVPC provide support during the probationary period. Reed to draft an offer letter stating these terms from a template provided by the Town Manager and Mizner to draft details of a mentoring program. Reed will contact Jennifer Hughes and Mizner will contact Jay Smith to determine ability/willingness to participate in such a program. Any information obtained by the regularly scheduled June 17 meeting will be discussed then. Reed to modify the meeting posting to include executive session discussion. An additional meeting for June 21 at 3:00 p.m. was scheduled if needed to approve the offer letter.

Formerly confidential:
Commission voted to release
August 5, 2019

The schedule for the new Agent was also discussed. The Town Manager stated that the details of the schedule were up to the Commission to decide based on how best to serve the public, but that a consistent and established weekly schedule was critical for management of the town's interests and interaction with other town boards and agents. He would also like to be able to schedule monthly staff meetings with town departments and obtain more support from the Agent for stormwater and conservation restriction related matters.

Adjournment

The Commission voted to come out of Executive Session and adjourned at 4:30 p.m. Motion by Mizner, seconded by Atwood and approved unanimously by roll call.