

TOWN OF HOPKINTON
BOARD OF SELECTMEN
Meeting Date: January 29, 2008
MINUTES

Board of Selectmen members present: Muriel E. Kramer, Chairwoman; Mary Pratt, Vice-Chairwoman; Michael Shepard; Brian Herr; **Member absent:** Matt Zettek

Others Present: Richard Conn, MetroWest News; Casey Kadlik, HCAM; Demian David Tebaldi, Esq. HopNews; Amy Comcowich, Hopkinton Crier; Richard Conn, MetroWest News; Dr. John Phelan, School Superintendent; Rebecca Robak, School Committee Chair; Nancy Burdick, School Committee member; RJ Dourney, Planning Board; Anthony Troiano, Town Manager; Geri Holland, Executive Assistant

7:00 p.m Open Public Meeting/Stand for the Pledge of Allegiance

Mrs. Kramer opened the public meeting and invited everyone to stand for the Pledge of Allegiance.

Contract: Anthony J. Troiano, Town Manager

Mrs. Kramer gave a re-cap of the January 22, 2008 Selectmen's executive session meeting that addressed the Town Manager Anthony Troiano's, Fire Chief Gary Daugherty, and Police Chief Thomas Irvin's performance evaluations, including their 'FY08 objective their FY'09 goals and objectives and their employee contracts. Mrs. Kramer began by giving a brief overview of the Board's discussion with Mr. Troiano and his performance since his employment began January 1, 2007. Mrs. Kramer gave a positive performance evaluation stating that Mr. Troiano gave 100% of his efforts and was on top of all the town's issues. Mr. Shepard commented that Mr. Troiano is doing a great job in his role as Town Manager and is performing all that he expected from this newly created Town Manager position; and added that Mr. Troiano was hired at the lower salary range with the expectation that the Board of Selectmen would give him a performance evaluation once he had completed his first year of employment with the town. Mr. Herr stated that he supports the Town Charter including the newly created Town Manager's position; and he supports Mr. Troiano as the Town Manager noting that he faced many obstacles and made a lot of process for the town during his first year of employment; but, that he is concerned about the process in considering a salary increase until Mr. Troiano has completed a full one year of working for the town. Mr. Herr referenced to the months that Mr. Troiano was out of a medical leave due to a vehicle accident that he was involved that occurred May 2007. Mrs. Pratt said that Mr. Troiano was agreeable to accepting the lower salary for various reasons; and added that Mr. Troiano deserves a salary increase as he has did a phenomenal job during his tenure working for the town and especially noted his performance in preparing for the 2007 Annual Town Meeting. Mrs. Kramer also noted other accomplishments that Mr. Troiano performed over the last year including the hiring of a Human Resource Director, Chief Financial Officer, Town Counsel. Mr. Herr said that to Mrs. Pratt's point that as a professional manager, offering more money is not necessarily the best way to acknowledge a person's value; and added that there are other ways to consider.

Vote: Mr. Shepard motioned to provide Mr. Troiano a salary increase. **Second Mrs. Pratt. Discussion:** Mr. Herr noted that this also would include a 7% increase. Mr. Shepard said that Mr. Troiano's contract provide for a merit increase. Mr. Herr opposed the motion and believes that assessing Mr. Troiano's performance is premature and recommended holding off considering any increase of his salary until his full year of employment which would be in May 2008. Mr. Shepard responded that Mr. Troiano has been employed with the Town for twelve months and that there is no advantage to waiting four or five months to grant an increase making the point that Mr. Troiano is due this increase at this time. **The votes follow: Mrs. Kramer: yes;**

Mrs. Pratt: yes; Mr. Shepard: yes; Mr. Herr: no. So voted. Mrs. Kramer noted that Mr. Zettek was present at the January 8th executive session Selectmen's meeting.

Contracts: Fire Chief Gary Daugherty and Police Chief Thomas Irvin

Mrs. Kramer noted that the Board voted to authorize Police Chief Irvin and Fire Chief Daugherty's salary increases at the January 22nd executive session Selectmen's meeting; and would need to vote this again in public session.

Vote: Mr. Shepard motioned to authorize a salary increase to Police Chief Thomas Irvin. **Second Mrs. Pratt.** Discussion: Mrs. Kramer noted that the both Chiefs contacted the Board of Selectmen after Mr. Troiano's vehicle accident to offer any assistance that might be needed during this time; and stated her appreciation for their service in the months to follow while Mr. Troiano was out on medical leave. Mr. Herr noted that both Chiefs asked to receive the same salary increase as the employees under the Salary Administration Plan that being 3.01% retroactive to June 30, 2008. **Unanimously voted.**

Vote: Mr. Shepard motioned to authorize a salary increase to Fire Chief Daugherty. **Second Mrs. Pratt. Unanimously voted.**

One-Day Wine & Beer License: Southborough Rod & Gun Club; 2/16; 6 p.m.-12 p.m.

Vote: Mrs. Kramer entertained a motion to approve the one-day wine & beer license request from the Southborough Rod & Gun Club, on Saturday, February 16, 2008 from 6:00 p.m. to midnight. **So moved Mr. Shepard. Second Mrs. Pratt. Unanimously voted.**

Town Manager's Report

Mr. Troiano stated in his Town Manager's report that negotiations with Boulder Capital are ongoing in regards to the Legacy Farms development. Mrs. Kramer asked for a brief summary of the project's scope to see what services consultants have been and will be providing on the Town's behalf. Mr. Troiano responded that he would have a report at the February 12th Selectmen's meeting. Mr. Troiano reported that the DPW Board is reviewing the Water and Sewer rate structure.

FY'09 Town Budget Discussion (see attached spreadsheets):

The Town Manager and the Chief Financial Officer gave a presentation of the FY'09 Town Budget that led to a discussion by the Board of Selectmen. It was agreed to ask all Town departments to work aggressively and cooperatively to find ways to increase revenue, reduce costs by finding cost effective solutions within their budget. These budget discussions would continue on March 4 and 15.

Meeting Adjourned:

9:00 p.m. Vote: Mrs. Kramer entertained a motion to adjourn the public meeting **So moved Mr. Herr. Second Mrs. Pratt. Unanimously voted.**

Respectfully submitted,

Geri Holland
Executive Assistant

Date approved: 2/12/08