

Town of Sandisfield

Select Board
March 29, 2022

Minutes for Select Board Executive Session with Interim Town Manager, Jonathan Sylbert and Brain Maser from KP Law held on Tuesday, March 29, 2022 at 3:00p.m. at the Town Hall Annex, 66 Sandisfield Road, Sandisfield, MA

Members present: George Riley, Alex Bowman, Steve Seddon

Called to order at 3:00PM

1. Motion to open Open Session

2. Motion to open Executive Session under MGL c. 30A Section 21 #2 to conduct contract negotiations with nonunion personnel

George Riley reports this is an Interim Town Manager contract with an employment term of six months with the option to renew for periods of sixty days if necessary. Notification is required thirty days prior to renewal.

Jonathan Sylbert goes over the contract changes he requests, which include changing the work week from 40 hours to 35 hours per week. He notes there are very few municipal employees who work 40 hours weeks, and he expects to work more than 35 hours due to interruptions. This decrease in required hours will allow for the position to not regularly go over 40 hours weekly. Just as well, in six months he expects to have a better understanding of the hours needed to fulfill this position, and notes the possibility that the position may not be full-time. There are no specifications in the contract about hours spent in Town Hall, but Jonathan anticipates a minimum of 25.

Jonathan would also like to change the lump sum to the remainder of his applicable term for severance without cause. Since he is committing to six months as Interim Town Manager, he would like the Select Board to commit to the same amount of time. The contract should now read "In the event this **agreement is terminated by the Select Board without cause** and before expiration of the then applicable term of employment and during such time that Mr. Sylbert is willing and able to perform his duties under this Agreement, then in that event the town agrees to pay Mr. Sylbert a lump sum severance payment equal to the remainder of Mr. Sylbert's applicable term of employment at Mr. Sylbert's highest rate of pay...."

Alex suggests establishing a minimum number of posted hours per week. Jonathan agrees, but does not think it should be included in the contract. Jonathan will begin

having people schedule appointments with his assistant, and determine open office hours.

The Select Board agrees to both Jonathan's changes. They will sign the contract on Friday at the budget meeting Work Session.

Meeting adjourned at 3:35pm.

George Riley

Alex Bowman

Steve Seddon