Boxborough Selectmen Executive Session Minutes of 2010

Released on November 28, 2016

Meeting of:	
2/8/2010	
3/8/2010	with Redactions
3/16/2010	
3/22/2010	
3/29/2010	
5/3/2010	
5/6/2010	
5/10/2010	
5/19/2010	
6/1/2010	
8/2/2010	
8/19/2010	
8/23/2010	
9/20/2010	
9/24/2010	
9/28/2010	
10/4/2010	
10/12/2010	
10/12/2010	
10/14/2010	
10/25/2010	
10/29/2010	
11/8/2010	
11/11/2010	
11/15/2010	
11/22/2010	
11/23/2010	
11/30/2010	

RELEASED
11/28/2016

Approved: February 22, 2010

Town of Boxborough
Board of Selectmen
Executive Session Minutes
February 8, 2010

PRESENT: Rebecca Neville, Chair; Frank Powers, Clerk; Les Fox, Member; Raid Suleiman, Member

ALSO PRESENT: Selina Shaw, Town Administrator

Chair Neville convened executive session at 10:05 PM in the Town Administrator's office, Town Hall to discuss strategy related to negotiations with non-union personnel.

Board discussed amount of stipend to offer to individual who will serve as Acting Police Chief. It was moved and seconded to offer a stipend of $500 per month. **Approved 4 – 0** by roll call vote: Fox "aye," Neville "aye," Suleiman "aye" and Powers "aye." Chair Neville and Member Powers will meet with individual and offer said amount.

At 10:20 PM, Member Suleiman moved to adjourn from executive session. Seconded by Member Fox. **Approved 4 – 0** by roll call vote: Powers "aye," Fox "aye," Suleiman "aye" and Neville "aye."

RELEASED
11/28/2016
with Redactions

Approved: March 16, 2010

Town of Boxborough
Board of Selectmen
Executive Session Minutes
March 8, 2010

PRESENT: Rebecca Neville, Chair; Frank Powers, Clerk; Les Fox, Member; Raid Suleiman, Member

ALSO PRESENT: Selina Shaw, Town Administrator

Chair Neville convened executive session at 10:25 PM in the Town Administrator's office, Town Hall to discuss strategy related to litigation in the [redacted]matter as well as strategy with respect to negotiations with non-union personnel (Fire Chief).

TA reported that mediation with [redacted]

TA distributed initial set of data for comparable towns for Fire Chief salary. Selectmen agreed on list of towns provided with the addition of Shirley to the list.

At approximately 10:55 PM, Member Powers moved to adjourn; seconded by Member Suleiman. **Approved 4 - 0** by roll call vote: Powers "aye" Fox "aye," Neville "aye" and Suleiman "aye."

RELEASED
11/28/2016

Approved: 3/22/10

Town of Boxborough
Board of Selectmen
Executive Session Minutes
March 16, 2010

PRESENT: Rebecca Neville, Chair; Frank Powers, Clerk; Les Fox, Member; Raid Suleiman, Member

ALSO PRESENT: Selina Shaw, Town Administrator

Chair Neville convened executive session at 6:25 PM in the Town Administrator's office, Town Hall primarily to discuss strategy with respect to negotiations with non-union personnel (Fire Chief) as well as strategy related to potential litigation concerning water damage at 63 Kendall Road.

TA distributed completed set of data for comparable towns for Fire Chief salary. Selectmen generally agreed that the Chief's FY 2010 salary was in the ballpark. Board agreed that Selectman Suleiman would share survey with the Chief and request input on goals. Also agreed to keep salary in budget, which currently reflects 1% increase, as is, and noted that there is probably room within salary budget to absorb any further increase if so negotiated.

TA updated Board on "claims" received from the tenant as well as the homeowner at 63 Kendall Road and reported that she will be working with Town's insurer on the matter.

TA distributed list of potential questions for police chief interviews provided to her by each of the selectmen, which she will collate and organize for further review by BoS.

At 7:10 PM, it was moved and seconded to adjourn. **Approved 4 - 0** by roll call vote: Powers "aye," Neville "aye, " Suleiman "aye" and Fox "aye."

RELEASED
11/28/2016

Approved: 4/5/10

Town of Boxborough
Board of Selectmen
Executive Session Minutes
March 22, 2010

PRESENT: Rebecca Neville, Chair; Frank Powers, Clerk; Les Fox, Member; Raid Suleiman, Member

ALSO PRESENT: Selina Shaw, Town Administrator

Chair Neville convened executive session at ≈10:35 PM in the Town Administrator's office, Town Hall to discuss strategy with respect to negotiations with non-union personnel (Police Chief).

Selectmen discussed strategy regarding negotiations with new Police Chief who is expected to be selected after completion of interviews on March 27, 2010.

TA distributed list of questions for police chief interviews.

At ≈ 11:30 PM, it was moved and seconded to adjourn. **Approved 4 - 0** by roll call vote: Powers "aye," Neville "aye, " Suleiman "aye" and Fox "aye."

RELEASED
11/28/2016

Approved: 4/5/10

Town of Boxborough
Board of Selectmen
Executive Session Minutes
March 29, 2010

PRESENT: Rebecca Neville, Chair; Frank Powers, Clerk; Les Fox, Member; Raid Suleiman, Member

ALSO PRESENT: Selina Shaw, Town Administrator

Chair Neville convened executive session at ≈8:50 PM in the Town Administrator's office, Town Hall to discuss strategy with respect to negotiations with non-union personnel (Police Chief).

Selectmen deliberated about contract negotiations with Warren Ryder, who had been selected by the Board as the new Police Chief. The Board discussed offering an initial term of 15 months; extension of contract to be contingent upon a satisfactory performance review; also discussed vehicle and uniform allowance. Selectmen agreed that the new Chief should meet with the BoS on May 3 to discuss goals. BoS then discussed salary and noted that Sergeant Ryder was currently earning a base of $60,698, $72,829 with Quinn and not including overtime. Member Fox moved to begin negotiations at $88,000 and not to exceed $95,000. Seconded by Member Suleiman. **Approved 4 – 0** by roll call vote: Powers "aye" Neville "aye," Suleiman "aye" and Fox "aye." It was agreed that Chair Neville and Member Powers would meet to negotiate with Warren on March 30, with the hope of appointing him that evening.

At 9:40 PM, Member Powers moved to adjourn; seconded by Member Suleiman. **Approved 4 - 0** by roll call vote: Fox "aye," Suleiman "aye," Powers "aye" and Neville "aye."

RELEASED
11/28/2016

Approved: May 10, 2010

Town of Boxborough
Board of Selectmen
Executive Session Minutes
May 3, 2010

PRESENT: Rebecca Neville, Chair; Frank Powers, Clerk; Raid Suleiman, Member

ABSENT: Les Fox, Member

ALSO PRESENT: Selina Shaw, Town Administrator

Chair Neville convened executive session at 9:05 PM in the Town Administrator's office, Town Hall to discuss strategy with respect to negotiations with non-union personnel (Fire Chief).

Member Suleiman reported on meeting with Chief Neagle and Selectman Fox to review salary surveys. Chief had presented survey provided by Littleton's Chief Carter and contended that town's figures were inaccurate. Selectmen reviewed the data on both surveys and noted that Carter survey was out-dated, provided data for towns deemed not comparable and was inflated with holiday pay, which was inaccurately shown as an addition to base salary. Selectmen reiterated their opinion that Chief's salary is in-line with comparable communities, and agreed that a 1% increase was reasonable and generally consistent with other non-union FY 11 increases. Selectmen agreed that the towns of Ayer, Stow, Harvard, Littleton, Maynard and Shirley should be highlighted on town's survey, which will be discussed again by Member Suleiman with the Chief.

At 9:50 PM, Member Suleiman moved to adjourn; seconded by Member Powers. **Approved 3 - 0** by roll call vote: Suleiman "aye," Powers "aye" and Neville "aye."

RELEASED
11/28/2016

Approved May 10, 2010

Town of Boxborough
Board of Selectmen
Executive Session Minutes
May 6, 2010

PRESENT: Rebecca Neville (Chair); Frank Powers (Clerk); Les Fox (Member); Raid Suleiman (Member)
ABSENT: None

Chair Neville opened the meeting at 7:37 PM in the Morse/Hilberg room, Town Hall, to discuss strategy with respect to negotiations with non-union personnel.

The Board first addressed a request from the Police Chief to work details provided all Boxborough police officers had turned down a detail request. The Board agreed that the Chief should be able to work details under those conditions.

Member Suleiman reported on his email and phone discussion with the Fire Chief concerning the potential amount of his salary increase. Chief Neagle was reportedly unhappy with the initial amount (between 1 and 1.5%) that the Board was offering. There was discussion about the salary survey data which was used by the Selectmen and an alternative set of figures proposed by Chief Neagle. After discussion, the Board agreed that the salary data prepared by the Town Administrator was the appropriate data to use. The Board also opined that offering a salary increase greater than 1% would be unfair to other town personnel whose salaries had increased by 1%.

Following deliberation, Chair Neville moved to offer Chief Neagle a salary increase of 1%, contingent on a satisfactory performance evaluation. Seconded by Member Powers, **approved 4-0** by roll-call vote (Neville "aye", Powers "aye", Fox "aye"; Suleiman "aye").

At 8:07, Member Suleiman moved to adjourn, seconded by Member Fox. **Approved 4-0** by roll-call vote (Neville "aye", Powers "aye", Fox "aye"; Suleiman "aye").

RELEASED
11/28/2016

Approved: 5/14/10

Town of Boxborough
Board of Selectmen
Executive Session Minutes
May 10, 2010

PRESENT: Rebecca Neville, Chair; Frank Powers, Clerk; Les Fox, Member; Raid Suleiman, Member

ALSO PRESENT: Selina Shaw, Town Administrator

Chair Neville convened executive session at 6:40 PM in the Superintendent's conference room at the Blanchard Memorial School to discuss strategy with respect to negotiations with non-union personnel (Fire Chief).

Member Fox reported on meeting with Chief Neagle and Selectman Suleiman to negotiate salary. Chief had requested salary increase of 4%. Chair Neville reiterated that 1% was the maximum that she would consider. Member Suleiman commented that he could agree to a max of 2%. Member Fox said that if the Board were going to open up the Chief's salary for discussion, then they would have to do likewise for TA and DPW Director. Concern expressed about opening "Pandora's box"... Member Powers reiterated that the survey put the Chief at the right level. Having reviewed the origins and validity of the town's survey, the selectmen agreed not to exceed the 1% offer that they had previously extended to the Chief.

At 6:50 PM, Member Powers moved to adjourn; seconded by Member Suleiman. **Approved 4 - 0** by roll call vote: Powers "aye," Suleiman "aye," Fox "aye" and Neville "aye."

RELEASED
11/28/2016

Approved: 6/1/10

Town of Boxborough
Board of Selectmen
Executive Session Minutes
May 19, 2010

PRESENT: Frank Powers, Chair; Raid Suleiman, Clerk; Les Fox, Member; Rebecca Neville, Member; Christine Robinson, Member

ALSO PRESENT: Selina Shaw, Town Administrator

Chair Powers convened executive session at 8:50 PM in the Town Administrator's office, Town Hall to discuss strategy with respect to negotiations with non-union personnel (Fire Chief).

Member Suleiman reported on meeting with Fire Chief Neagle and Selectman Fox to negotiate salary. Chief agreed to 1% increase in first year and asked that the BoS agree to conduct an updated salary survey for the second year of the agreement. Member Fox reported that the tenor of the discussions was good. Selectmen discussed proposed terms of agreement: salary of $88,267.21, reflecting a 1% increase in first year; term expiring June 5, 2012 (65th birthday, consistent with stipulations in the general laws); a possible salary increase in 2nd year to be negotiated upon review of an updated salary survey and contingent upon an overall performance rating of at least "meets requirements" and the requirement that a time card be submitted for each pay period (consistent with contract of Police Chief and to be incorporated into side letters for DPW Director and TA). Member Fox moved that the Board authorize the Fire Department liaison to present a new contract to Chief Neagle reflecting a 1% salary increase in the first year with other changes and revisions as noted. Seconded by Member Neville. **Approved 5 – 0** by roll call vote: Neville "aye," Suleiman "aye," Powers "aye," Fox "aye" and Robinson "aye." Member Suleiman also commented that he would request Chief to submit his goals prior to June 1.

At 9:22 PM, Member Neville moved to adjourn; seconded by Member Suleiman. **Approved 5 - 0** by roll call vote: Neville "aye," Fox "aye," Suleiman "aye," Powers "aye," and Robinson "aye."

RELEASED
11/28/2016

Approved: June 14, 2010

Town of Boxborough
Board of Selectmen
Executive Session Minutes
June 1, 2010

PRESENT: Frank Powers, Chair; Raid Suleiman, Clerk; Les Fox, Member; Rebecca Neville, Member; Christine Robinson, Member

ALSO PRESENT: Selina Shaw, Town Administrator

Chair Powers convened executive session at 9:35 PM in the Town Administrator's office, Town Hall to discuss strategy with respect to negotiations with non-union personnel (Fire Chief).

Member Suleiman reported on meeting with Fire Chief Neagle and Selectman Fox to review draft contract. Chief asked that end date be extended to June 30, 2012, as allowed by the general laws. Chief was adamant that there be no requirement for a time card to be completed except for pay periods when paid leave was taken. After discussion on this matter, selectmen agreed that it was not worth pursuing this point, but that the completion of a time card would be a firm requirement for Chief Neagle's successor. Member Suleiman moved to execute the agreement with Chief Neagle as written for the term July 1, 2010 – June 30, 2012 (with no change in time card provision from prior year's agreement). Seconded by Member Fox. **Approved 5 – 0** by roll call vote: Robinson "aye," Powers "aye," Neville "aye," Suleiman "aye" and Fox "aye."

At 10:00 PM, Member Fox moved to adjourn; seconded by Member Suleiman. **Approved 5 - 0** by roll call vote: Neville "aye," Fox "aye," Suleiman "aye," Robinson "aye" and Powers "aye."

RELEASED
11/28/2016

Approved: August 23, 2010

Town of Boxborough
Board of Selectmen
Executive Session Minutes
August 2, 2010

PRESENT: Frank Powers, Chair; Raid Suleiman, Clerk; Les Fox, Member; Rebecca Neville, Member; Christine Robinson, Member

ALSO PRESENT: Selina Shaw, Town Administrator

Chair Powers convened executive session at 9:05 PM in the Town Administrator's office, Town Hall to discuss: 1) strategy with respect to negotiations with non-union personnel (Fire Chief), 2) strategy with respect to collective bargaining (MassCops) and 3) strategy with respect to litigation (80 Central Street).

There was a brief discussion on item #1 with no actions or votes taken.

Chair Powers reviewed the grievance that had been received from the police union with respect to non-payment of Quinn for the new officer, Philip Gath. The Chair explained that the union seems to understand that the grievance must be denied; however they were seeking to open a dialogue on the matter of Quinn in general. The selectmen discussed the matter and agreed that they did not want to do anything to prejudice the upcoming arbitration on September 15, that they would hear on the grievance and listen. Further, it was agreed that TA and Chair Powers would discuss the strategy on the matter with Town Counsel.

TA provided an update on a communication that had been received by the Assessor and herself from Attorney Kenneth W. Gurge in the matter of 80 Central Street. TA and Selectmen discussed the practice of representatives filing abatements on behalf of property owner, the implications and the Assessor's strategy moving forward.

At 9:56PM, Member Neville moved to adjourn; seconded by Member Suleiman. A**pproved 5 - 0** by roll call vote: Neville "aye," Suleiman "aye," Fox "aye," Robinson "aye" and Powers "aye."

RELEASED
11/28/2016

Approved: August 23, 2010

Town of Boxborough
Board of Selectmen
Executive Session Minutes
August 19, 2010

PRESENT: Frank Powers, Chair; Raid Suleiman, Clerk; Les Fox, Member; Rebecca Neville, Member; Christine Robinson, Member

ALSO PRESENT: Joseph Fair, Esq. (Kopelman & Paige, Town Counsel) and Selina Shaw, Town Administrator

Chair Powers convened the Board of Selectmen's meeting at 7:02 PM in the Town Administrator's office, Town Hall. Member Neville then moved to adjourn to executive session to discuss strategy with respect to collective bargaining [MassCOPs] because an open meeting might have a detrimental effect on the bargaining position of the town, and to adjourn immediately thereafter without returning to open session. The motion was seconded by Member Suleiman and **approved 5 – 0** by a roll call vote: Neville "aye," Fox "aye," Suleiman "aye," Powers "aye" and Robinson "aye."

Chair Powers summarized the telephone discussion that had taken place with Town Counsel and the Town Administrator regarding the Quinn grievances. Town Counsel Joe Fair reviewed the matters with the Board and discussed the status of Quinn cases in the state as well as the approach to the issue taken by other communities across the Commonwealth. Attorney Fair reviewed available options with the Board:

1) go forward with arbitration,
2) agree to postpone the arbitration, or
3) hold the matter in abeyance (for a maximum of 6 months).

Member Neville moved that the Board of Selectmen seek agreement from the union to hold both matters in abeyance and attempt to negotiate. Seconded by Member Suleiman and **approved 5 – 0** by a roll call vote: Neville "aye," Suleiman "aye," Fox "aye," Powers "aye" and Robinson "aye."

Shortly after 7:30PM, Member Suleiman excused himself. The Board continued to discuss the strategy moving forward and the plan of action for Monday's meeting with the union. Counsel advised that the outcome of Monday's hearing should be memorialized in writing, by a confirming letter of understanding to the union and the Board should so vote on Monday evening.

At 8:05PM, Member Neville moved to adjourn; seconded by Member Fox. **Approved 4 - 0** by roll call vote: Neville "aye," Powers "aye," Fox "aye" and Robinson "aye."

RELEASED
11/28/2016

Approved: Sept 7, 2010

Town of Boxborough
Board of Selectmen
Executive Session Minutes
August 23, 2010

PRESENT: Frank Powers, Chair; Raid Suleiman, Clerk; Les Fox, Member; Christine Robinson, Member

ALSO PRESENT: Police Officer Brett A. Pelley, President, Massachusetts Coalition of Police Local 200 – Boxborough Police Officers; Police Chief Warren B. Ryder and Selina Shaw, Town Administrator

ABSENT: Rebecca Neville, Member

Adjourning immediately after having called the Board of Selectmen's meeting to order in open session, Chair Powers convened executive session at 7:00 PM in the Town Administrator's office, Town Hall to discuss strategy with respect to collective bargaining [MassCOPs] as well as to conduct a collective bargaining session (hold a grievance hearing with respect to the matter of Officer Gath and Quinn).

Officer Brett Pelley, representing the collective bargaining unit (CBU), reviewed the reasons for having filed the grievance on behalf of Officer Gath and the CBU. Officer Pelley stated that Officer Gath had not received any career incentive pay as the CBU believed that he should based upon its understanding of what had been negotiated in the collective bargaining agreement (CBA). The CBU believes that Quinn and education incentive are "two different animals" and that Officer Gath should have been compensated 12.5% per Article 12 §5 for having attained a Masters Degree. Officer Pelley also stated that filing the grievance was the only way the CBU thought that they could open a dialog with the BoS on the matter of Quinn. After Officer Pelley had completed his comments, Chair Powers asked him to step outside so the BoS could deliberate on the matter.

After Chair Powers reviewed with Chief Ryder the proposed strategy that had been voted upon by the Board on 19th August, Officer Pelley was invited to return. Chair Powers proposed that the BoS and CBU agree to:

1) Postpone any specific decision related to the "Gath grievance" and hold the matter in abeyance
2) Hold the grievance which had been scheduled for arbitration on 15th September in abeyance for a period not to exceed six months
3) During the abeyance period, attempt to negotiate a mutually acceptable resolution in the above-referenced matters

Officer Pelley was very pleased with the proposal and agreed to take it back to the CBU for a vote and to confirm the outcome with the BoS Chair and Town Administrator, hopefully by Wednesday.

Member Fox moved that the Board of Selectmen authorize the Town Administrator to send a confirming letter of understanding to the CBU on the proposal set forth by the BoS. Seconded by Member Suleiman and **approved 4 – 0** by a roll call vote: Fox "aye," Suleiman "aye," Powers "aye" and Robinson "aye."

At 7:18 PM, Member Suleiman moved to adjourn from executive session and to recess until 7:30 PM, when the Board would reconvene in open session in the Grange Meeting Room. Seconded by Member Fox. **Approved 4 - 0** by roll call vote: Fox "aye," Suleiman "aye," Powers "aye" and Robinson "aye."

RELEASED
11/28/2016

Approved: 10/4/10

Town of Boxborough
Board of Selectmen
Executive Session Minutes
September 20, 2010

PRESENT: Raid Suleiman, Chair pro tem; Les Fox, Member; Rebecca Neville, Member; Christine Robinson, Member

ALSO PRESENT: Police Chief Warren B. Ryder and Selina Shaw, Town Administrator

ABSENT: Frank Powers, Chair

Adjourning immediately after having called the Board of Selectmen's meeting to order in open session, Chair pro tem Suleiman convened executive session at 7:00 PM in the Town Administrator's office, Town Hall to discuss strategy with respect to collective bargaining [MassCOPs].

The Board discussed strategy with Chief Ryder related to upcoming negotiations with Police union in the matter of Quinn Bill/educational incentive.

At ≈ 7:25 PM, Member Fox moved to adjourn from executive session and to recess until 7:30 PM, when the Board would reconvene in open session in the Grange Meeting Room. Seconded by Member Neville. **Approved 4 - 0** by roll call vote: Fox "aye," Neville "aye," Suleiman "aye" and Robinson "aye."

RELEASED
11/28/2016

Approved: 10/4/10

Town of Boxborough
Board of Selectmen – Contract Negotiating Team
Executive Session Minutes
September 24, 2010

Present: Frank Powers, Chair; Becky Neville, Member

Also Present: Police Chief Warren Ryder

Chair Powers convened the Boxborough Board of Selectmen Negotiation Team meeting at 7 AM on Friday 24 September 2010 in the Morse room at town hall. Member Neville then moved to adjourn to executive session to discuss strategy with respect to collective bargaining and to adjourn immediately thereafter. The motion was seconded by Chair Powers and approved 2-0 by a roll call vote: Neville "aye", Powers "aye".

Chair Powers and Member Neville then discussed with Chief Ryder several options for consideration during the upcoming negotiations with the Police union dealing with educational incentives.

At 7:26 AM, Member Neville moved to adjourn, seconded by Chair Powers. **Approved 2 - 0** by roll call vote: Neville "aye", Powers "aye".

RELEASED
11/28/2016

Approved: 10/4/10

Town of Boxborough
Board of Selectmen – Contract Negotiating Team
Executive Session Minutes
September 28, 2010

Present: Frank Powers, Chair; Becky Neville, Member

Also Present: Town Administrator Selina Shaw, Police Chief Warren Ryder, and Union representatives Brett Pelley and Nicholas DiMauro

Chair Powers called to order the Boxborough Board of Selectmen Contract Negotiating Team meeting at 3:30 PM in the Town Administrator's Office, Town Hall. Member Neville immediately moved to adjourn to executive session to conduct a collective bargaining session as well as to discuss strategy with respect to collective bargaining because an open meeting may have a detrimental effect on the bargaining position of the town, and to adjourn immediately thereafter. Seconded by Chair Powers and approved **2-0** by a roll call vote: Neville "aye" and Powers "aye."

Chair Powers distributed and reviewed ground rules for the negotiations. Brett Pelley executed on behalf of the union; Chair Powers executed on behalf of the Town.

The parties discussed the intention of the negotiations, to provide a form of educational incentive for all members of the unit, with the form of that incentive to be determined. The parties agreed that a survey should be completed to provide a baseline, with towns surveyed to include Stow, Littleton, Harvard, Ayer and Groton with others to be determined.

Set two additional dates for negotiations: October 14 (7 AM) and October 29 (7 AM).

After union members departed, there was additional brief discussion on strategy. Team also set another meeting, without the union, on October 12 (3:40 PM).

At 4:07 PM, Member Neville moved to adjourn, seconded by Chair Powers. **Approved 2 - 0** by roll call vote: Neville "aye" and Powers "aye."

RELEASED
11/28/2016

Approved: 10/12/10

Town of Boxborough
Board of Selectmen
Executive Session Minutes
October 4, 2010

PRESENT: Frank Powers, Chair; Raid Suleiman, Clerk; Les Fox, Member; Rebecca Neville, Member; Christine Robinson, Member

ALSO PRESENT: Selina Shaw, Town Administrator

Chair Powers convened executive session at 10:15 PM in the Town Administrator's office, Town Hall to discuss strategy with respect to collective bargaining [MassCOPs].

Chair Powers updated the Board on the meeting with Chief Ryder on September 24 to review strategy as well as the collective bargaining session that was held on September 28. TA Shaw described a survey that has been sent out to a number of communities, to gather data to assist in the negotiations. The Chair noted the next meeting dates of the Team, October 12 to conduct strategy, and October 14 and 29 to conduct collective bargaining sessions with the Union.

At ≈ 10:25 PM, Member Neville moved to adjourn from executive session. Seconded by Member Suleiman. **Approved 5 - 0** by roll call vote: Suleiman "aye," Neville "aye," Powers "aye," Robinson "aye" and Fox "aye,"

RELEASED
11/28/2016

Approved: 10/25/10

Town of Boxborough
Board of Selectmen – Contract Negotiating Team
Executive Session Minutes
October 12, 2010

Present: Frank Powers, Chair; Becky Neville, Member

Also Present: Police Chief Warren Ryder and Town Administrator Selina Shaw

Chair Powers convened the Boxborough Board of Selectmen Negotiation Team meeting at 3:40 PM in the Town Administrator's office, Town Hall. Member Neville then moved to adjourn to executive session to discuss strategy with respect to collective bargaining [MassCOPS] because doing so in open session could have a detrimental effect on the bargaining position of the Town, and to adjourn immediately thereafter. The motion was seconded by Chair Powers and **approved 2-0** by a roll call vote: Neville "aye," Powers "aye."

The group discussed process for Friday's upcoming collective bargaining session – Union will present proposals first, to be followed by the Town. Group identified economic items to seek from the Union. Chief will compile list of these as well as previously discussed items and e-mail to Team prior to Friday's session. TA noted that covering the state's shortfall will cost the Town ≈ $34,000.

At 4:10 PM, Member Neville moved to adjourn, seconded by Chair Powers. **Approved 2 - 0** by roll call vote: Neville "aye," Powers "aye."

RELEASED
11/28/2016

Approved: 10/25/10

Town of Boxborough
Board of Selectmen
Executive Session Minutes
October 12, 2010

PRESENT: Frank Powers, Chair; Raid Suleiman, Clerk; Rebecca Neville, Member

ALSO PRESENT: Selina Shaw, Town Administrator

ABSENT: Les Fox, Member; Christine Robinson, Member

Chair Powers convened executive session at 9:00 PM in the Town Administrator's office, Town Hall to discuss strategy with respect to collective bargaining [MassCOPs].

Chair Powers updated the Board on the meeting with the BoS Contract Negotiating Team, Chief Ryder and Town Administrator Selina Shaw earlier in the day. Group identified additional items to seek from the Union. The Chair noted that the Team would be meeting with the Union on October 14 to conduct the next collective bargaining session.

At ≈ 9:05 PM, Member Neville moved to adjourn from executive session. Seconded by Member Suleiman. **Approved 3 - 0** by roll call vote: Powers "aye," Neville "aye," Suleiman "aye."

RELEASED
11/28/2016

Approved: 10/25/10

Town of Boxborough
Board of Selectmen – Contract Negotiating Team
Executive Session Minutes
October 14, 2010

Present: Frank Powers, Chair; Becky Neville, Member

Also Present: Town Administrator Selina Shaw, Police Chief Warren Ryder, and Union representatives Benjamin Lavine and Nicholas DiMauro

Chair Powers called the Boxborough Board of Selectmen Contract Negotiating Team meeting to order at 7 AM in the Town Administrator's Office, Town Hall. Member Neville then moved to adjourn to executive session to conduct a collective bargaining session as well as to discuss strategy with respect to collective bargaining because an open meeting may have a detrimental effect on the bargaining position of the town, and to adjourn immediately thereafter. Seconded by Chair Powers and approved **2-0** by a roll call vote: Powers "aye" and Neville "aye."

Chair Powers asked the Union reps to present the Union's proposal. The Union had nothing prepared in writing; Sergeant DiMauro said that the Union simply wanted to go back to full Quinn. Sgt. DiMauro asked what the Town would like. The Town's proposal was distributed and Chair Powers asked Sergeant DiMauro to take it back to the Union for review and discussion.

Chair Powers reviewed the Town's proposal. Discussion ensued regarding a number of points:

- Sgt. DiMauro asked for a definition of "reasonable period."
- Sgt. DiMauro asked if change in vacation accrual was for existing or new members of the bargaining unit.
- Union reps expressed concern about the insurance proposal (increasing employee share to 30%).
- Sgt. DiMauro wanted to ensure that flex officer would be on a 4-2 schedule.
- Officer Lavine asked for clarification of the Article 11 proposal and opined that there was not ample detail of how it would work.
- Sgt. DiMauro would like agreement to indicate that only one officer would be assigned to the flex shift.
- Officer Lavine wanted to ensure that flex shift would not be a "punishment."
- Officer Lavine asked for clarification regarding removal of "emergency" language in S 3 of Article 11 and opined that "In the interest of public safety" was too vague.

Chief Ryder explained proposed change to vacation.

Chair Powers welcome the Union reps to propose alternate language and bring back to next session (October 29). One additional date was set for negotiations.

Union reps left at 11:30 AM. Negotiating Team continued discussing strategy until 7:40 AM at which time Member Neville moved to adjourn. Seconded by Chair Powers and approved **2-0** by a roll call vote: Powers "aye" and Neville "aye."

RELEASED
11/28/2016

Approved: 11/8/10

Town of Boxborough
Board of Selectmen
Executive Session Minutes
October 25, 2010

PRESENT: Frank Powers, Chair; Raid Suleiman, Clerk; Les Fox, Member; Rebecca Neville, Member; Christine Robinson, Member

Chair Powers convened executive session at 9:00 PM in the Morse-Hilberg Room, Town Hall to discuss strategy with respect to collective bargaining [MassCOPs].

Chair Powers updated the Board on the October 14th meeting with the BoS Contract Negotiating Team, Chief Ryder and Town Administrator Selina Shaw earlier in the day. Discussed further strategy.

At 9:10 PM, Member Neville moved to adjourn from executive session. Seconded by Member Suleiman. **Approved 5 - 0** by roll call vote: Neville "aye," Suleiman "aye," Fox "aye" Robinson "aye" and Powers "aye."

RELEASED
11/28/2016

Approved: 11/8/10

Town of Boxborough
Board of Selectmen – Contract Negotiating Team
Executive Session Minutes
October 29, 2010

Present: Frank Powers, Chair; Becky Neville, Member

Also Present: Town Administrator Selina Shaw, and Union representatives Brett Pelley and Nicholas DiMauro

Chair Powers called to order the Boxborough Board of Selectmen Contract Negotiating Team meeting at 7:10 AM in the Town Administrator's Office, Town Hall. Member Neville then moved to adjourn to executive session to conduct a collective bargaining session as well as to discuss strategy with respect to collective bargaining because an open meeting may have a detrimental effect on the bargaining position of the town, and to adjourn immediately thereafter. Seconded by Chair Powers and approved **2-0** by a roll call vote: Neville "aye" and Powers "aye."

Reviewed Union's response to Town's proposal. Town team caucused and then resumed discussions with the Union representatives. Chair Powers agreed to review with and seek input from Chief Ryder upon his return. Sgt. DiMauro asked about payment of Quinn retro payments. Chair Powers replied that this would be reviewed and discussed at a later date.

Union reps left at 7:43; Team continued to strategize.

Next date for negotiations: November 12 (7 AM).

At 7:43 AM, Member Neville moved to adjourn, seconded by Chair Powers. **Approved 2 - 0** by roll call vote: Neville "aye" and Powers "aye."

RELEASED
11/28/2016

Approved: 11/22/10

Town of Boxborough
Board of Selectmen
Executive Session Minutes
November 8, 2010

PRESENT: Frank Powers, Chair; Raid Suleiman, Clerk; Les Fox, Member; Rebecca Neville, Member; Christine Robinson, Member

ALSO PRESENT: Al Murphy, Housing Board Chair and Selina Shaw, Town Administrator

Adjourning immediately after having called the Board of Selectmen's meeting to order in open session, Chair Powers convened executive session at 7:00 PM in the Town Administrator's office, Town Hall to consider the purchase of real estate and to discuss strategy with respect to collective bargaining [MassCOPs].

Housing Board Chair Al Murphy introduced the matter and reviewed the history of the Board's interest in the property located at 72 Stow Road. After a renewed interest in May 2010, the BHB approached the property owner in July with an offer to purchase at $850,000. In October, the offer was finally accepted and negotiations began on the purchase & sale agreement, which is now in the hands of the owner's attorney.

After some further discussion, Al left and the Board discussed the matter of negotiations with the Police Union related to Quinn compensation. Chair Powers updated the BoS and described the proposal which included 0% increase for FY 12, instead of the 1.5% which had been previously negotiated, and changes in vacation accrual for new hires. Also discussed issue of retro Quinn compensation for FY 10... Chair reported that he and Member Neville would be meeting with Chief Ryder on Nov 11 to discuss the matter further.

At ≈ 7:22 PM, Member Neville moved to adjourn from executive session and to recess until 7:30 PM, when the Board would reconvene in open session in the Grange Meeting Room. Seconded by Member Suleiman. **Approved 5 - 0** by roll call vote: Neville "aye," Suleiman "aye" Fox "aye," Robinson "aye" and Powers.

RELEASED
11/28/2016

Approved: 11/22/10

Town of Boxborough
Board of Selectmen – Contract Negotiating Team
Executive Session Minutes
November 11, 2010

Present: Frank Powers, Chair; Becky Neville, Member

Also Present: Police Chief Warren Ryder

Chair Powers convened the Boxborough Board of Selectmen Negotiation Team meeting at 9:00 AM in the Grange Meeting Room, Town Hall. Member Neville then moved to adjourn to executive session to discuss strategy with respect to collective bargaining [MassCOPS] because doing so in open session could have a detrimental effect on the bargaining position of the Town, and to adjourn immediately thereafter. The motion was seconded by Chair Powers and **approved 2-0** by a roll call vote: Neville "aye," Powers "aye."

The group continued discussions relative to negotiations on Quinn compensation. Discussed hours of work, relative to flextime officer; hours of work, relative to order-ins; and wages, especially for non-Quinn eligible officers.

At 10:17 AM, Member Neville moved to adjourn, seconded by Chair Powers. **Approved 2 - 0** by roll call vote: Neville "aye," Powers "aye."

RELEASED
11/28/2016

Approved: 11/22/10

Town of Boxborough
Board of Selectmen – Contract Negotiating Team
Executive Session Minutes
November 15, 2010

Present: Frank Powers, Chair; Becky Neville, Member

Also Present: Town Administrator Selina Shaw, Police Chief Warren Ryder, and Union representatives Brett Pelley and Nicholas DiMauro

Chair Powers called to order the Boxborough Board of Selectmen Contract Negotiating Team meeting at 7:52 AM in the Town Administrator's Office, Town Hall. Member Neville then moved to adjourn to executive session to conduct a collective bargaining session as well as to discuss strategy with respect to collective bargaining because an open meeting may have a detrimental effect on the bargaining position of the town, and to adjourn immediately thereafter. Seconded by Chair Powers and approved **2-0** by a roll call vote: Neville "aye" and Powers "aye."

Chair Powers distributed and reviewed the Town's response to Union's proposal and noted that the matter was subject to legal review by Town Counsel and agreement by the Selectmen. Chief Ryder read through and explained proposed changes to hours of work and order-in. Officer Pelley distributed Union's proposal for order-in language, which he described as mirroring the respective section in the Dispatch CBA. Discussion ensued... Chair Powers reviewed the sections on wages and vacation. The Union representatives left the room in order for the Town team to caucus on the order-in language. Team agreed to the first 4 paragraphs and the final paragraph of the Union's order-in proposal, which provided definition for "staffing shortage" and how Chief would manage the process; team did not agree to any changes in the rate of compensation for order-ins. Union reps returned; Chair Powers informed them of the portions of the order-in proposal that were acceptable to the team. Also agreed that Quinn would be paid retroactively to July 1, 2009 if all other terms were accepted by Union. Union reps agreed to: hours of work as it related to flex officer: 0% increase in FY 2012 (instead of the 1.5 % that had been previously negotiated); substitute ed incentive in place of compensation provided by Quinn should the town rescind acceptance of Quinn; and the change in vacation accrual for officers hired after July 1, 2010 (25 work days of vac after 20 years of service). Discussed educational incentive for non-Quinn eligible officers and the sides agreed upon $2,000 for an Associate's; $4,000 for a Bachelor's and $5,000 for a Master's Degree. After some discussion, the Union reps agreed to the ed incentive for non-Quinn eligible officers. Union agreed to take complete proposal back to union for a vote and to inform the team of decision as soon as possible. Chair Powers agreed that upon Union's favorable response, team would direct town counsel to draft memorandum of agreement for review, ratification and execution by BoS on 22nd November.

Set one additional date for negotiations, just in case: 23rd November.

After union members departed at 8:35, there was additional brief discussion.

At 8:40 AM, Member Neville moved to adjourn, seconded by Chair Powers. **Approved 2 - 0** by roll call vote: Neville "aye" and Powers "aye."

RELEASED
11/28/2016

Approved: 12/20/10

Town of Boxborough
Board of Selectmen
Executive Session Minutes
November 22, 2010

PRESENT: Frank Powers, Chair; Raid Suleiman, Clerk; Les Fox, Member; Rebecca Neville, Member; Christine Robinson, Member

ALSO PRESENT: Selina Shaw, Town Administrator

The Board convened in executive session at 9:25 PM in the Town Administrator's office, Town Hall to discuss strategy with respect to collective bargaining [MassCOPs & Firefighters] and to consider the value of real estate.

TA reviewed list of foreclosed properties under the custodianship of Town Treasurer and discussed the potential value as well as options available for disposition of the properties. TA will bring matter back to the Board in the new year to discuss process to move forward.

Selectmen Fox reviewed the matter of negotiations to be undertaken with the Firefighters regarding payment of additional compensation for Lieutenant White for services performed during the absence of the Fire Chief. The Board discussed payment of a stipend for the two-month period. Member Neville moved to negotiate with the Union a stipend of $500 per month, for a total of $1,000 payable to Lieutenant White. Seconded by Member Suleiman. **Approved 5 – 0** by a roll call vote: Neville "aye," Suleiman "aye," Fox "aye," Robinson "aye" and Powers "aye." Negotiating team agreed to plan to meet with Firefighters at 7:45 AM on November 29.

In the matter of Quinn compensation, Chair Powers and the TA reviewed the MoA with the Board. Member Neville moved to execute as presented; seconded by Member Suleiman. **Approved 5 – 0** by a roll call vote: Suleiman "aye," Neville "aye," Fox "aye," Robinson "aye" and Powers "aye."

At 10:50 PM, It was moved and seconded to adjourn from executive session. **Approved 5 - 0** by roll call vote: Neville "aye," Powers "aye," Suleiman "aye" Robinson "aye" and Fox "aye."

RELEASED
11/28/2016

Approved: 12/20/10

Town of Boxborough
Board of Selectmen – Contract Negotiating Team
Executive Session Minutes
November 23, 2010

Present: Frank Powers, Chair; Becky Neville, Member

Also Present: Town Administrator Selina Shaw, Police Chief Warren Ryder, and Union representative Brett Pelley

Chair Powers called to order the Boxborough Board of Selectmen Contract Negotiating Team meeting at 7:45 AM in the Town Administrator's Office, Town Hall. Member Neville then moved to adjourn to executive session to conduct a collective bargaining session as well as to discuss strategy with respect to collective bargaining because an open meeting may have a detrimental effect on the bargaining position of the town, and to adjourn immediately thereafter. Seconded by Chair Powers and approved **2 - 0** by a roll call vote: Neville "aye" and Powers "aye."

Chair Powers distributed and reviewed the memorandum of agreement, which had been executed the previous evening by the Board of Selectmen. Officer Pelley reviewed the MoA, agreed to the changes that had been made since the sides last met, and executed the agreement. Chair Powers will meet with Officer DiMauro to obtain his signature.

At 7:45 AM, Member Neville moved to adjourn; seconded by Chair Powers. **Approved 2 - 0** by roll call vote: Neville "aye" and Powers "aye."

RELEASED
11/28/2016

Approved: 12/2010

Town of Boxborough
Board of Selectmen – Contract Negotiating Team
Executive Session Minutes
November 30, 2010

Present: Frank Powers, Chair; Becky Neville, Member

Also Present: Lieutenant Randy White, Lieutenant Shawn Gray, FF/EMTs Benn Carpenter and Jonathan Williams

Chair Powers called to order the Boxborough Board of Selectmen Contract Negotiating Team meeting at 7:45 AM in the Morse/Hilberg meeting rooms, Town Hall. Member Neville then moved to adjourn to executive session to conduct a collective bargaining session as well as to discuss strategy with respect to collective bargaining because an open meeting may have a detrimental effect on the bargaining position of the town, and to adjourn immediately thereafter. Seconded by Chair Powers and approved **2 - 0** by a roll call vote: Neville "aye" and Powers "aye."

Chair Powers distributed and reviewed the terms of the Memorandum of Agreement. Members of the Boxborough Permanent Firefighters, PFFM Local 4601, agreed to the terms as set forth, i.e. payment of a $500 /month stipend to Lieutenant Randy White, for a total of $1,000 and that the terms were without precedent or prejudice and would not serve as the basis for the establishment of any practice.

At 7:56 AM, Member Neville moved to adjourn; seconded by Chair Powers. **Approved 2 - 0** by roll call vote: Neville "aye" and Powers "aye."